



VAARNG Hazardous Waste Management Plan

SHOP LEVEL GUIDE

OCTOBER 2020

(EXPIRES OCTOBER 2025)

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How to Use This Shop-Level Guide

This Shop-Level Guide will help you manage your hazardous materials and wastes. It is for use by Maintenance, Readiness Center and other personnel who need to manage materials and waste on a day-to-day basis. It includes step-by-step procedures that are easy to understand and has graphics to help explain important concepts.

Tab 1 – Hazardous Materials includes cards that can be reproduced and displayed in the VAARNG facilities as quick references for handling Hazardous Materials. Although Hazardous Materials are handled under a separate program within the VAARNG than Hazardous Wastes, these cards are useful Best Management Practices and recommendations for Hazardous Materials.

Tab 2 – Hazardous Waste Procedures includes standard operating procedures for the accumulation, storage, movement and turn-in of wastes and unused materials, including time and quantity limits for hazardous waste accumulation. To use these procedures, you will need to know whether you are a Large Quantity Generator, a Small Quantity Generator, or a Conditionally Exempt Small Quantity Generator to know which of the procedures apply to you. Refer to the table on the next page to determine your generator status.

Tab 3 – Hazardous Waste Cards lists all hazardous wastes generated at VAARNG facilities, and includes handling, standards, containerizing, labeling, and storage details for each material. The cards include VAARNG contact names and phone numbers for Statewide and Fort Pickett environmental managers. Note that some of the cards have “Fort Pickett” or “Statewide” in the header. Not all of the cards will apply to your specific facility. Suggested DOT-shippable containers are listed on each card but other containers may be used as long as they meet DOT specifications for the waste stream.

Tab 4 – Non-Hazardous Waste Cards lists regulated non-hazardous wastes generated at VAARNG facilities and includes handling, standards, containerizing, labeling, and storage details for each material.

Tab 5 – Universal Waste Cards lists universal wastes generated at VAARNG facilities and includes handling, standards, containerizing, labeling, and storage details for each material.

Tab 6 – Recyclable Materials Cards lists recyclable materials generated at VAARNG facilities and includes handling, standards, containerizing, labeling, and storage details for each material.

Tab 7 – Other Waste Cards lists special wastes that do not fall under the above categories.

Tab 8 – Spill Response Procedures provides a two-page reproducible card for responses for incidental and major spills.

Tab 9 – Forms contains reproducible forms needed for Hazardous Material Inventory, Unused Material Turn-In Forms, and Waste Accumulation Area Inspection Log

VAARNG Facility Generator Status and EPA ID

Name of Facility	EPA ID Number	Generator Status
MTC-Fort Pickett	VAD988228359	SQG
CTC-Camp Pendleton (SMR)	VAD982677452	VSQG
FMS 1	VAD981112295	VSQG
FMS 2	VAD981112295	VSQG
FMS 3	VAR000518217	VSQG
CSMS	VA3971520751 (DSCR)	LQG
FMS 5	VAD981111768	VSQG
FMS 6	VAD981111826	VSQG
FMS 7	VAD981111883	VSQG
FMS 8	VAD988186631	VSQG
FMS 9	VAD981112006	VSQG
FMS 10	VAR000509372	VSQG
FMS 11	VAD981112121	VSQG
FMS 12	VAD981112188	VSQG
FMS 13	VA7213720082 (Ft. Belvoir)	LQG
FMS 14	VAR000519082	VSQG
AASF	VAD981732662	SQG

VAARNG Facility Generator Status and EPA ID

Name of Facility	EPA ID Number	Generator Status
Bedford Readiness Center	VAD982678013	VSQG
Blackstone Readiness Center	VAD982678013	VSQG
Bowling Green Readiness Center	VA0210000923	VSQG
Cedar Bluff Readiness Center	VAR000524298	VSQG
Charlottesville Readiness Center	VAD982677684	VSQG
Chatham Readiness Center	VAD982677569	VSQG
Christiansburg Readiness Center	VAD982677502	VSQG
Danville Readiness Center	VAD982677601	VSQG
Emporia Readiness Center	VA988224200	VSQG
Fairfax Readiness Center	VAD988189452	VSQG
Farmville Readiness Center	VAD982677809	VSQG
Fredericksburg Readiness Center	VAD981111883 (same as FMS 7)	VSQG
Gate City Readiness Center	VAD982677981	VSQG
Hampton Readiness Center	VAD988224192	VSQG
Harrisonburg Readiness Center	VAD982677510	VSQG
Leesburg Readiness Center	VAD982677635	VSQG
Lexington Readiness Center	VAD982677759	VSQG

VAARNG Facility Generator Status and EPA ID

Name of Facility	EPA ID Number	Generator Status
Lynchburg Readiness Center	VAD982677817	VSQG
Manassas Readiness Center	VAD982677460	VSQG
Norfolk Readiness Center	VAD981111768 (same as FMS 5)	VSQG
Onancock Readiness Center	VAD982677874	VSQG
Petersburg Readiness Center	VAD982677582	VSQG
Portsmouth Readiness Center	VAD982677585	VSQG
Powhatan Readiness Center	VAR000505362	VSQG
Pulaski Readiness Center	VAD982677700	VSQG
Roanoke Regional Readiness Center	VAR000509372	VSQG
Rocky Mount Readiness Center	VAD982678005	VSQG
Sandston Readiness Center (Mullins)	VAD988204020	VSQG
South Boston Readiness Center	VAD982677411	VSQG
Southwest Regional Readiness Center	VAR000010512	VSQG
Staunton Readiness Center	VAD982677478	VSQG
Suffolk Readiness Center	VAD982677536	VSQG
USPFO Warehouse 15	VA3971520751 (DSCR)	LQG
VA Beach Readiness Center	VAD982677452 (Same as SMR)	VSQG

VAARNG Facility Generator Status and EPA ID

Name of Facility	EPA ID Number	Generator Status
Waller Depot	VAD988200374	VSQG
Warrenton Readiness Center	VAD982677718	VSQG
West Point Readiness Center	VAD982677775	VSQG
Winchester Readiness Center	VAR000519058	VSQG
Woodstock Readiness Center	VAD982677890	VSQG

Managing Hazardous Materials

(HM) STORAGE AREAS

General Maintenance Guidelines:

1. DO NOT store tools, personal items, or combustible materials (rags, cardboard, wood, etc.) with the hazardous material. Do not store anything on top of the cabinets.
2. Do not store incompatible materials together.
3. Do not store HM in trailers, vehicles, or personal wall lockers
4. Do not store food in the general area.
5. Do not block doors.
6. Do not store flammable materials within 50 feet of the property boundary.
7. Keep hazardous materials storage areas clean and orderly.
8. Do not store propane or starter cylinders in flammable lockers. These must be stored in compressed gas storage areas and must be protected from the weather.
9. Store SDSs where all personnel can easily access them.

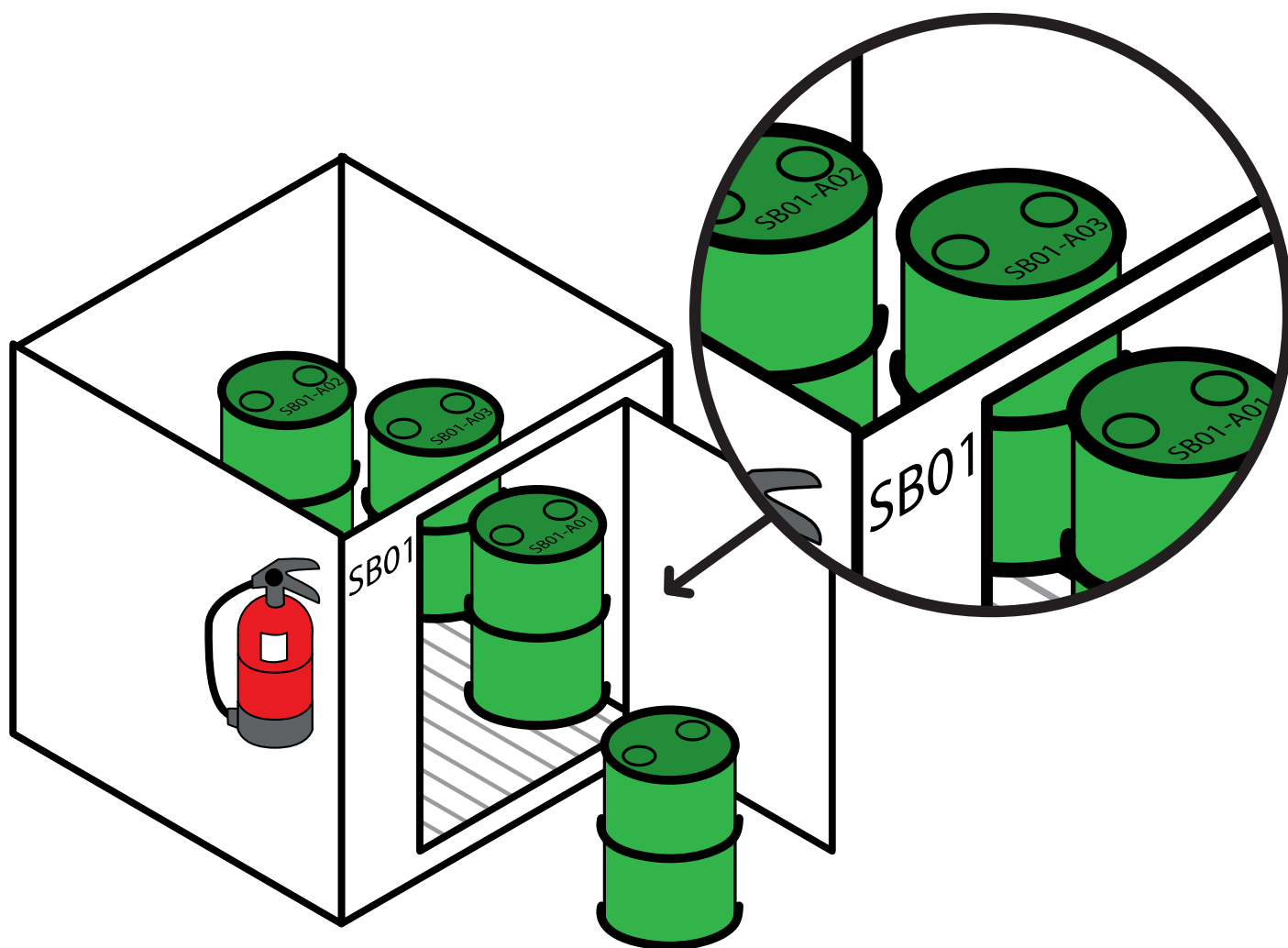
General Set-Up Guidelines:

1. Consult with the Site Safety Officer (SSO) prior to establishing a new storage area to insure safety concerns are adequately addressed:
 - a. Proper signs,
 - b. Proper fire extinguishers,
 - c. Proper emergency response equipment.
2. Established away from drains and drainage ways
3. Lockers must be NFPA approved and color coded (yellow or red for flammables, blue for corrosives, and red for oxidizers)
4. Lockers, rooms, or buildings must be in their original condition, designed for the containment of hazardous materials, or redesigned and in good operating order (bungs in place, no holes in walls or floors, ventilation system, etc.)
5. Four-character alpha-numeric identifier assigned (FL01, CL01, FR01, etc.) to each hazardous material storage area to facilitate inventory
 - FL01 – Flammable Locker #1
 - CL01 – Corrosive Locker #1
 - OL01 – Oxidizer Locker #1
 - FR01 – Flammable Rack #1
 - SR01 – Storage Room #1
 - SB01 – Storage Building #1
6. Coordinate with other activities in the area so identifiers are not duplicated.
6. Locate in well ventilated areas
7. Do not place in break rooms, bathrooms, offices or other occupied non-shop areas.

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Contact the Safety & Occupational Health Manager at (434) 298-5927 or (434) 298-6415 if you have questions.

Chemical Storage Buildings

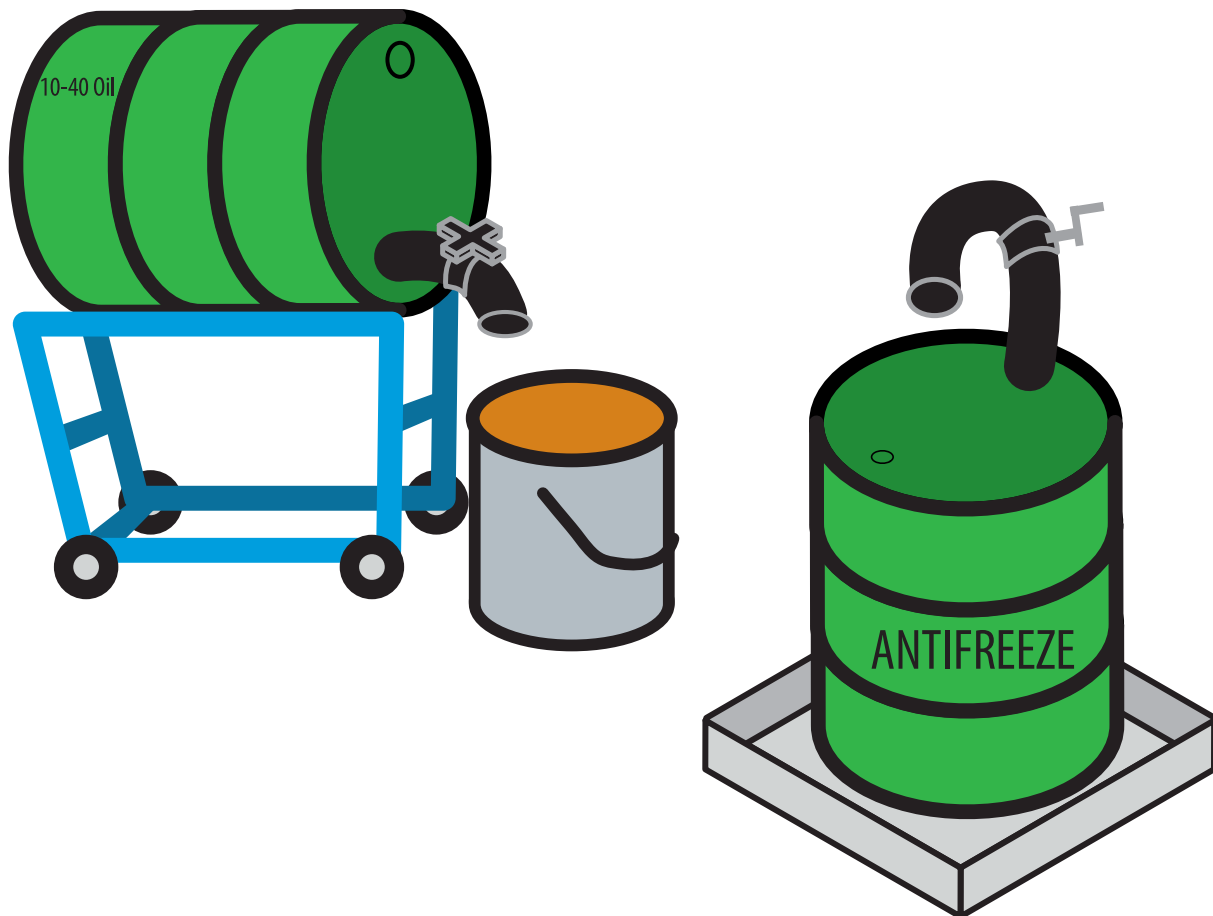
(HM) STORAGE AREAS



1. Maintain adequate aisle space to allow easy access.
2. Ensure that labels and other markings that indicate the contents of each container can be viewed.
3. Maintain a fire extinguisher near the door.
4. Ensure that spillage is not allowed to accumulate on the floor.
5. Do not store incompatible materials within the same building.
6. Ensure ventilation system is functioning.

Chemical Storage for In-Drum-Use

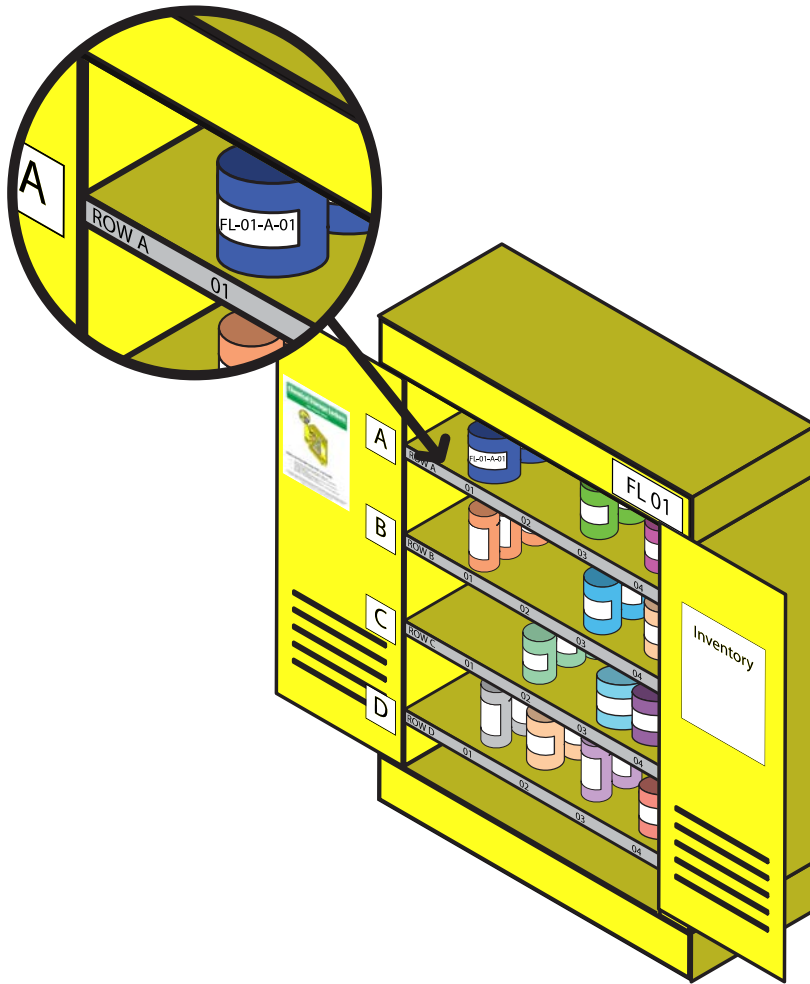
(HM) STORAGE AREAS



- Drum with valve or pump kept closed unless in use.
- Secondary containment under valve, pump and drum.
- Use only drum cradles that are designed to support a 55-gallon drum.

Chemical Storage Lockers

(HM) STORAGE AREAS



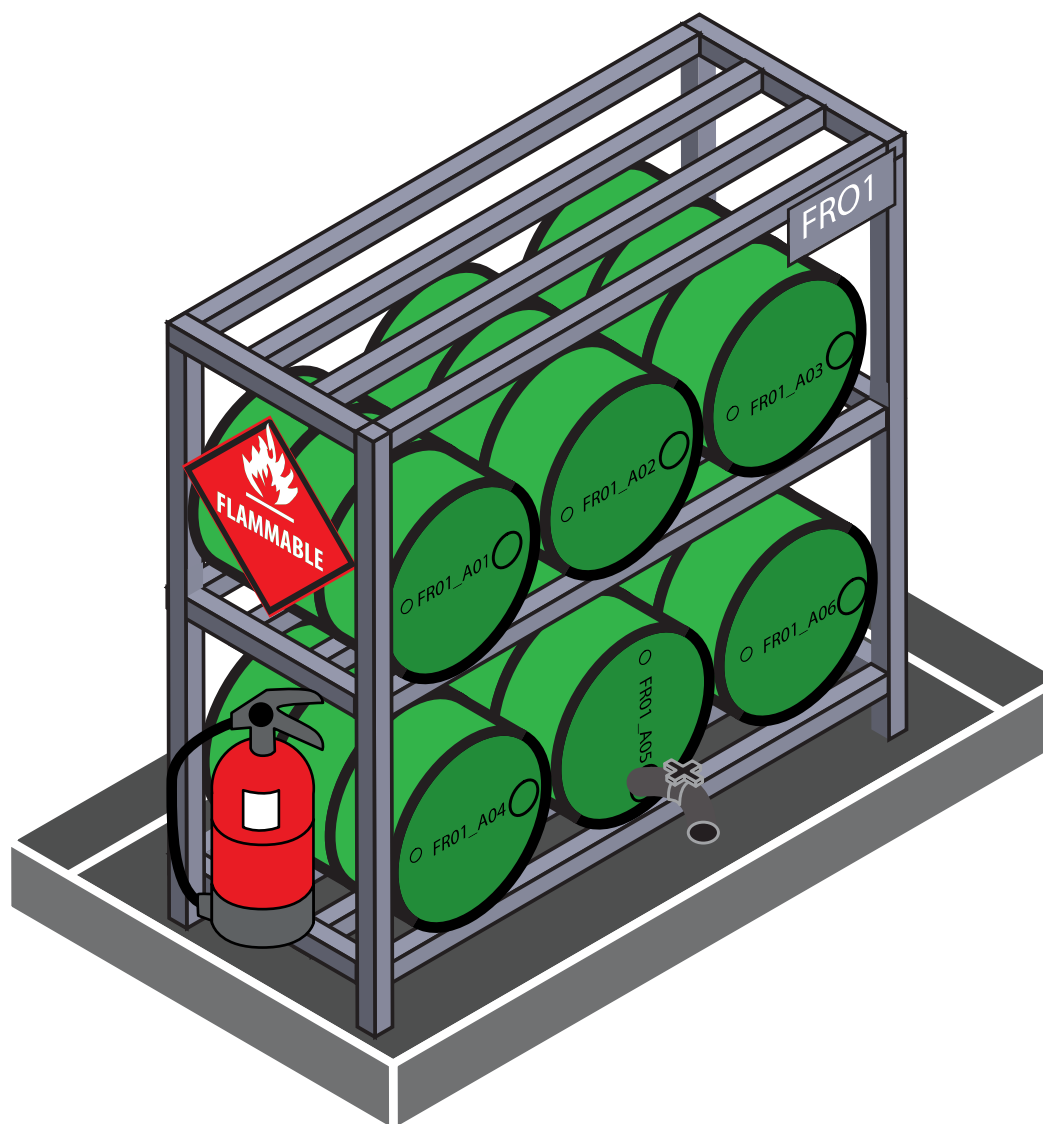
Maintaining a Flammable storage locker, as an example:

1. Small containers of flammable materials go in a yellow or red locker.
2. The locker for flammable hazardous materials is labeled (for example FL01) in the upper right corner.
3. Each container has the locker number, shelf number, and shelf location marked on it, and on the top of the first page of its SDS.
Example: Locker Number – Shelf – Slot Number (FL-01-A-01).
4. Store SDS binder in an easily accessible location.

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Contact the Safety & Occupational Health Manager at (434) 298-5927 or (434) 298-6145 if you have questions.

Chemical Storage Racks

(HM) STORAGE AREAS

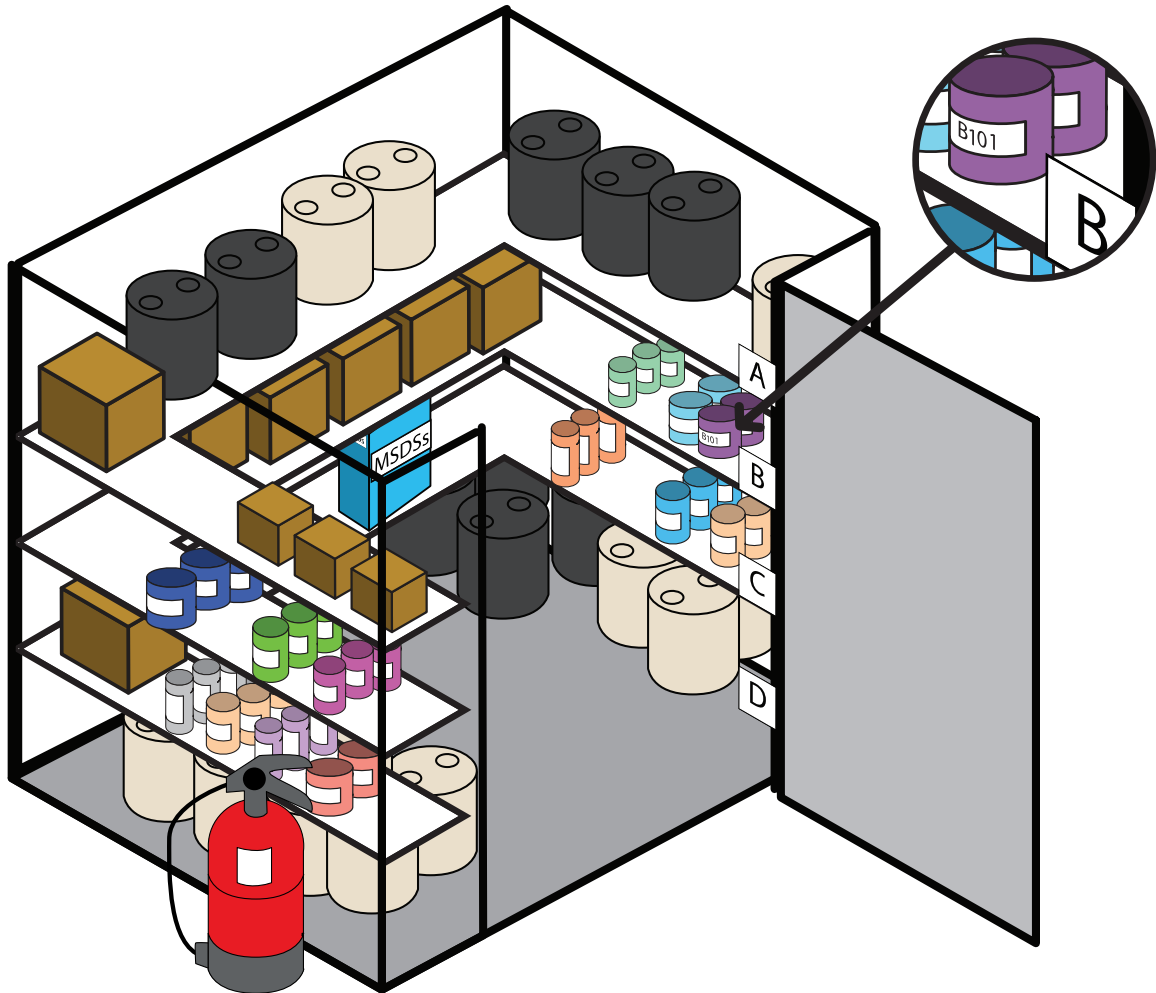


1. Ensure the rack has adequate secondary containment under all containers and valves.
2. Ensure that labels and other markings that indicate the contents of each container can be viewed.
3. Maintain a fire extinguisher nearby.
4. Do not store incompatible materials on the same rack.

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Contact the Safety & Occupational Health Manager at (434) 298-5927 or (434) 298-6145 if you have questions.

Chemical Storage Rooms

(HM) STORAGE AREAS

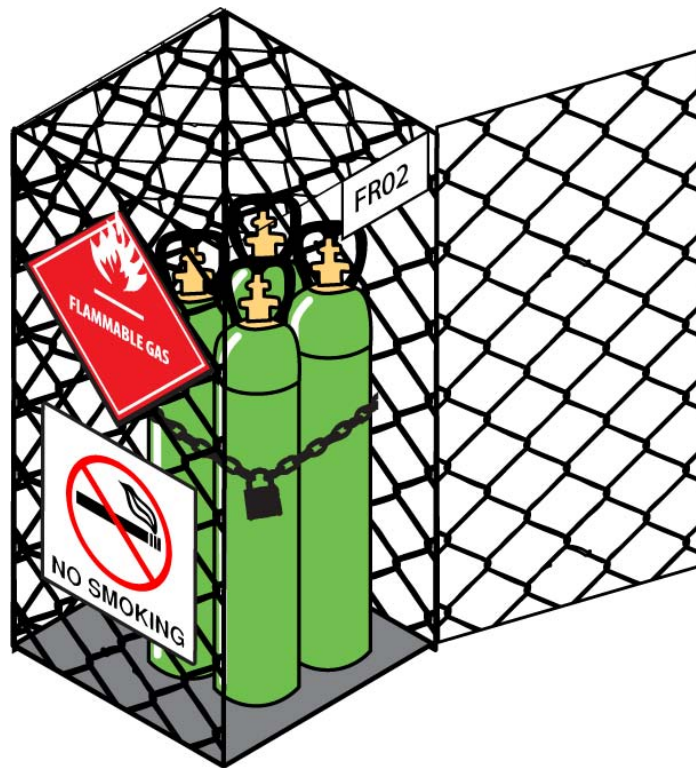


1. Maintain adequate aisle space to allow easy access.
2. Ensure that labels and other markings that indicate the contents of each container can be viewed.
3. Maintain a fire extinguisher near the door.
4. Ensure that spillage is not allowed to accumulate on the floor.
5. Do not store incompatible materials within the same room.
6. Ensure ventilation system is functioning.

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Contact the Safety & Occupational Health Manager at (434) 298-5927 or (434) 298-6145 if you have questions.

Compressed Gas Storage

(HM) STORAGE AREAS



1. Labeled with contents and hazards (in order to receive them, issue them, use them).
2. Aerosol cans that are flammable are stored in the flammable cabinet.
3. Oxygen is stored a minimum of 20 feet from fuel, oil, grease, flammable gas, acetylene, etc. or is separated by 5-ft high non-combustible barrier.
4. Keep out of the sun and off the ground (soil).
5. Store with valve protection in place (if they have a screw top).
6. Secure so they will not fall.
7. Store liquefied flammable gas cylinders upright.
8. Keep cylinders away from live electrical current so they do not become energized.

Moving Cylinders

- Close valve and replace safety cap before moving (if there are threads for a cap).
- Use dolly, move by hand. If using a crane, place cylinder in a rack designed specifically holding and lifting cylinders.

Hazardous Material Inventory

Conduct a hazardous material (HM) inventory annually by completing the following steps:

Step 1: Start with a blank **Hazardous Material Inventory** Form for each storage locker and record the required information for every item in the locker.

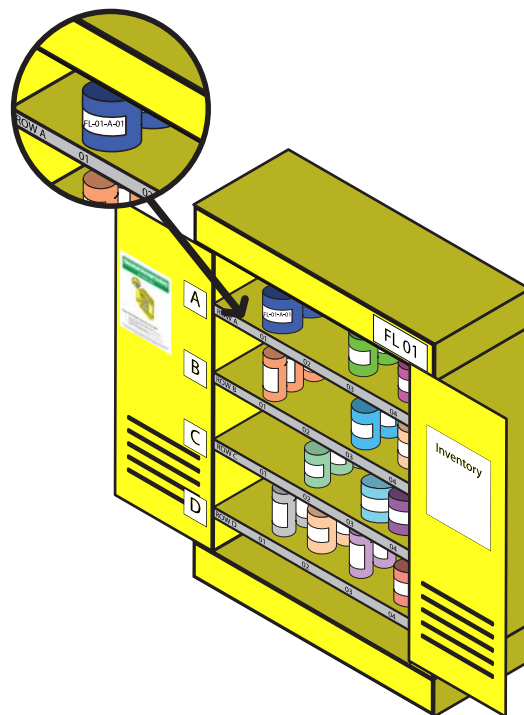
Step 2: Check that every container is labeled with the following information:

- Product name
- Any warning of physical or health hazards listed on the SDS
- Seven-digit HM identifier (if stored in a locker), if applicable. Example: Locker Number – Shelf – Slot Number (FL-01-A-01).

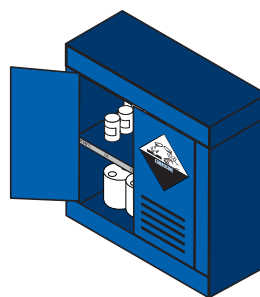
Step 3: Identify the contents of the containers that have missing or unreadable labels.

Step 4: Check the expiration, inspection, or testing dates on **all** material. Rotate materials based upon shelf-life information so that older materials are used first.

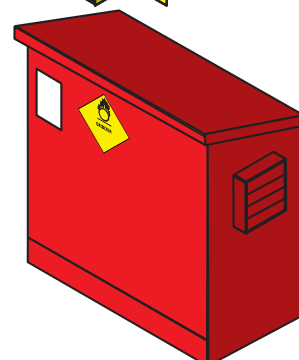
Step 5: Turn in a copy of your inventory to the Safety & Occupational Health Manager.



Flammables



Corrosives



Oxidizers

Contact the Safety & Occupational Health Manager at (434) 298-5927 or (434) 298-6145 if you have questions.

Global Harmonized System (GHS) of Chemical Classification

As of 2013, a revised standard for hazardous communications and a new level of understanding into the workplace of chemicals used every day in various workplace situations has been brought into existence, the Globally Harmonized System (GHS) of Chemical Classification.

To date, over 65 countries have adopted GHS or are in the process of adopting GHS



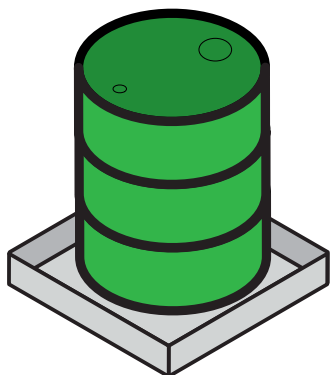
The new GHS standard covers chemical placards, labels, MSDS, signage, and Hazard Communication plans.

- The GHS is a set of guidelines for ensuring the safe production, transport, handling, use and disposal of hazardous materials—**not** a set of regulations
- The GHS includes new safety data sheets (SDS) which replace previously used materials safety data sheets (MSDS)
- The objective of the GHS is to simplify the very complex properties of chemicals used in every day work scenarios
- **United States:** Published the final rule for implementation of GHS on March 26, 2012. It required product manufacturers to adopt the standard by June 1, 2015, product distributors to adopt the standard by December 1, 2015, while workers had to be trained by December 1, 2013.

For more information on the GHS, visit: <https://www.osha.gov/dsg/hazcom/global.html>

How to Set Up a SATELLITE ACCUMULATION POINT (SAP)

SAPs are used at Fort Pickett at locations outside of the Recycling Center, and at Statewide facilities that are Small Quantity Generators.



1

The SAP must be "Under the control of the operator." This means that the person with overall control of the facility or process has control of the waste that goes in the container at the SAP.

2

The SAP must be located as close as possible to where the waste is generated.

3

Containers should be in some type of secondary containment, such as a containment pallet. If this is not possible, plug floor drains within 50 feet.

4

Containers should be protected from the weather.

5

It is recommended that you post the applicable waste card above the waste stream container.

6

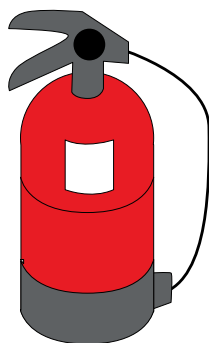
Select fire extinguishers that are compatible with the types of potential fire hazards present, and place them nearby so you can get to them easily.

7

Ensure there are the right types and amounts of spill response equipment nearby. Typically, this would include having a spill kit that can absorb at least 35 to 55 gallons of free liquid.

8

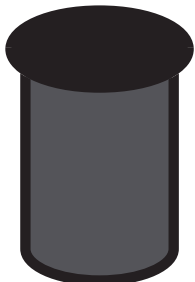
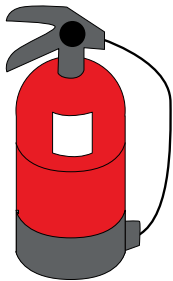
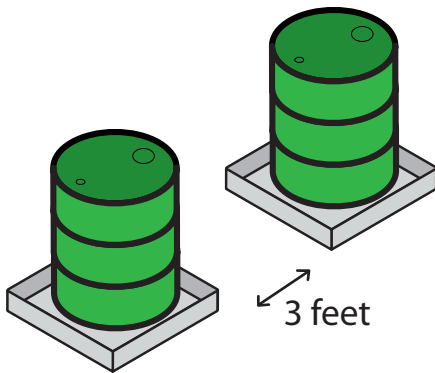
Although you are allowed to accumulate more than one type of hazardous waste at an SAP, you can only accumulate 55 gallons TOTAL (or one quart of acutely hazardous waste), so it is usually best that you only accumulate one type of hazardous waste.



How to Set Up a HAZARDOUS WASTE ACCUMULATION AREA

Fort Pickett: the Hazardous Waste Accumulation Area is the Recycling Center. No one should have a 90-day or 180-day accumulation area.

Statewide: Statewide facilities should have a Hazardous Waste Accumulation Area with the following:



1

Enough aisle space between containers to allow inspections.

2

Containers can be positioned so the waste stream name is visible.

3

Incompatible wastes can be segregated.

4

Applicable waste card posted above the waste container (recommended).

5

Containers are in an area that is locked or otherwise secured against unauthorized entry and protected from the weather.

6

Fire extinguishers compatible with the waste and spill control equipment is nearby.

7

A telephone is nearby, posted with the name and number of the emergency coordinator and the fire department.

Universal Waste and Non-hazardous Waste Accumulation Areas:

1

Protection from the weather.

2

Adequate room for inspection

3

Secondary containment

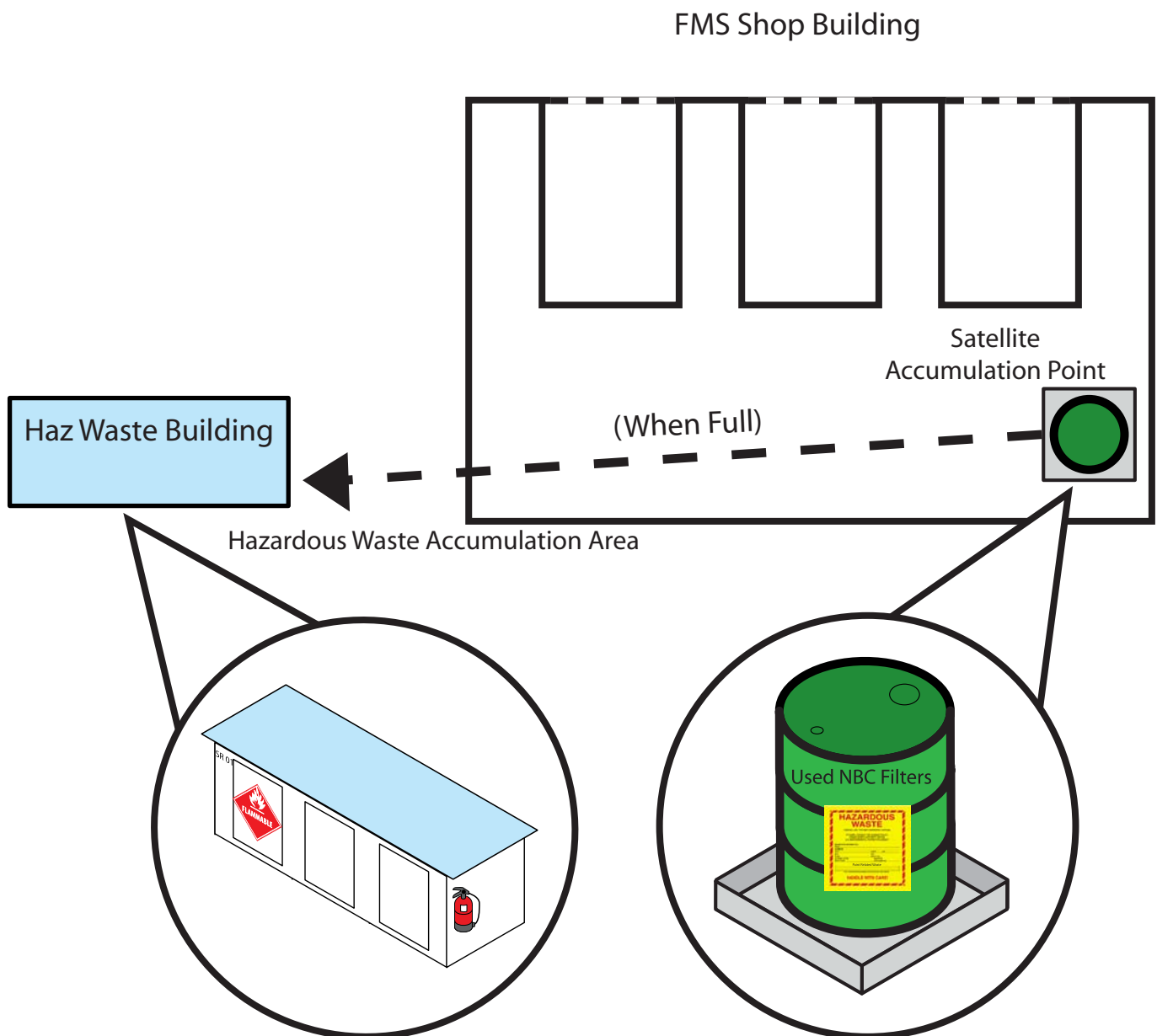
4

Adequate types and quantities of spill equipment nearby (typically a spill kit that can absorb 35 to 55 gallons of free liquid)

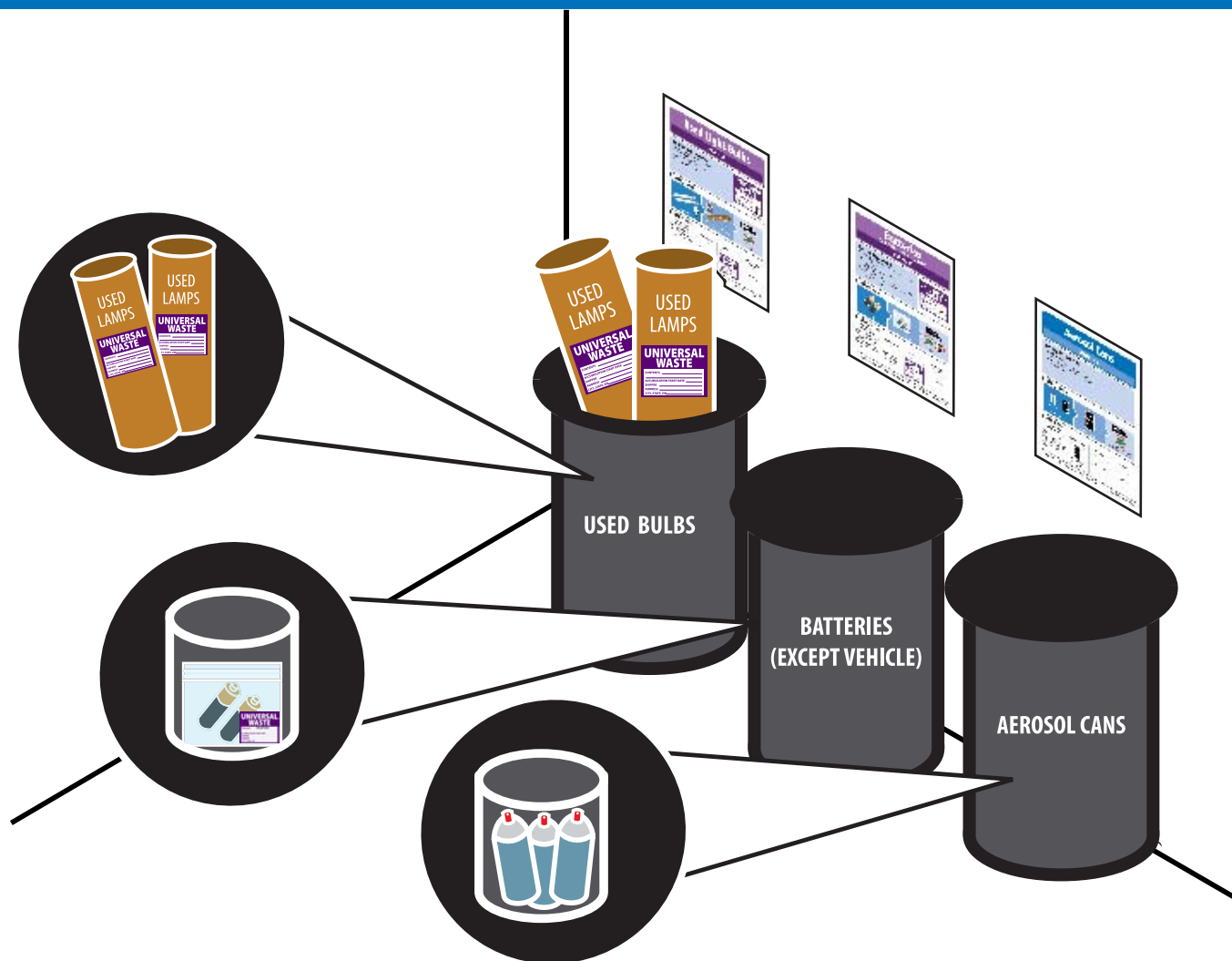
5

Waste cards posted above waste containers (recommended)

How to ACCUMULATE HAZARDOUS WASTE STATEWIDE



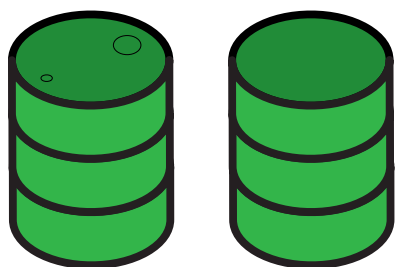
How to ACCUMULATE HAZARDOUS WASTE IN SHOP SET-UP



- Post waste cards above material/streams.
- Mark containers with hazardous waste names.
- Universal waste label required for batteries and used lamps.
- Move to outside storage when full.
- Call Statewide Environmental Compliance Specialist for more information.

How to ACCUMULATE HAZARDOUS WASTE SELECT AND PREPARE CONTAINER

You must use an approved container for the type of waste you will accumulate. For sites at Fort Pickett, obtain an approved container from the Recycling Center. For Statewide sites, use the following guidelines. In addition, refer to the Waste Cards for guidelines on types of containers and labels required for each waste stream.



Liquid Waste

Non-Liquid Waste



1

Container must be compatible with the waste.

- o Use blue poly drums for corrosive waste.
- o Use steel drums for non-corrosive liquids, rags, and filters.
- o Use cardboard boxes for batteries or other items in good condition.
- o Use cardboard cylinder drums for fluorescent lamps.
- o Use pallets for vehicle batteries and partially filled paint cans.

2

Use an open head drum for non-liquid wastes such as rags and filters.

3

Use a closed head drum with bung holes for liquid waste.

4

Select a container that is the right size for the amount of waste you expect to accumulate. For example, select a 55-gallon drum for oil and antifreeze, and a smaller container for weapons cleaning patches.

5

Container must be clean and in good condition (no rust or holes).

6

Remove or spray over any previous labels or markings.

7

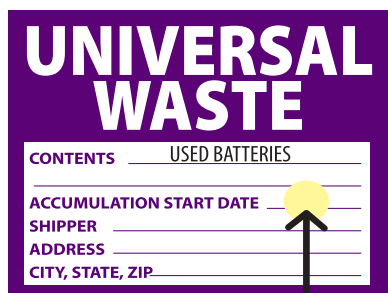
Mark the drum on its side with the name of the waste. Use the name exactly as it is listed on the Waste Card.

8

Attach a label as described on the Waste Card. Only fill out the accumulation start date (ASD) for universal wastes. **DO NOT** fill out the ASD for hazardous wastes.

How to ACCUMULATE HAZARDOUS WASTE ADD WASTE TO THE CONTAINER

Use these procedures to add waste to your container. Also check the SDS, to see if there are any special instructions for a specific waste/material.



Add this date

1

Use personal protective equipment during waste handling if appropriate. If you're not sure, look on the SDS for the material used to generate the waste, or call the Environmental Specialist.

2

Remove the lid or bung from the container.

3

Carefully add the waste to the container. Use a funnel to pour liquids into a drum with an open bung.

4

Replace the lid or bung on the container. Never leave the lid off or the bung holes open. If you are using a designated funnel, ensure the funnel lid is closed and locked when not in use.

5

STOP adding waste when the level of the waste is near the top of the container. It is recommended that you allow approximately 4" of space for a 55-gallon drum, 3" for 30-gallon containers, and 2" for 15-gallon containers.

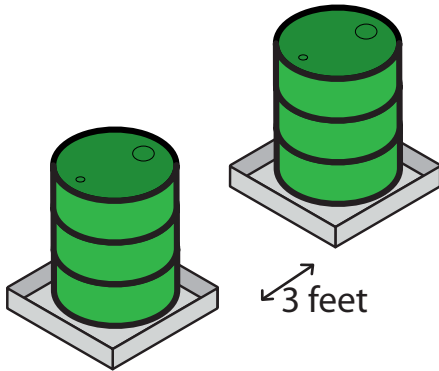
6

Do NOT mark the accumulation start date for hazardous wastes while the container is in the SAP and is less than full.

7

DO mark the accumulation start date for Universal Wastes the first time you add waste to the container.

Moving Hazardous Waste STATEWIDE ONLY



Add this date



1

Once a container is full, it must be moved out of the SAP as soon as possible (and no longer than 3 days) and into your Hazardous Waste Accumulation Area.

2

Mark the Accumulation Start Date on the label. Do not mark any other parts of the label. Ensure that the name of the waste previously marked on the container is legible.

3

Position containers so that the label and markings are clearly visible and there is enough room between containers (usually 3 feet) to conduct inspections.

4

Segregate incompatible wastes, such as flammable and corrosive wastes.

5

If a container begins to leak, transfer the Hazardous Waste to a compatible container that is in good condition.

6

Conduct weekly inspections of your Hazardous Waste Accumulation Area. It is recommended that you also inspect your SAPs, and Accumulation areas for Universal Waste and Non-hazardous Waste such as Used Oil.

7

Monitor your Hazardous Wastes to ensure you are not getting close to limits on accumulation: 180 days and 2,200 lbs (1,000 kg) for Small Quantity Generators or 220 lbs (100 kg) for Very Small Quantity Generators (FMSs and Readiness Centers). Also monitor your Universal Waste to ensure you are not getting close to the one year limit on accumulation.

WASTE TURN-IN PROCEDURES

FORT PICKETT

Once a container is full, it must be moved out of the SAP and turned in as soon as possible (and no longer than 3 days).

All Universal Waste must be turned in within nine (9) months of the Accumulation Start Date (the date you first put waste in the container) to ensure that is disposed within one year.

When waste is ready for turn-in, follow these procedures:



1

Call the Recycling Center (434-292-2800) to let them know you have waste ready and when you will transport the waste.

2

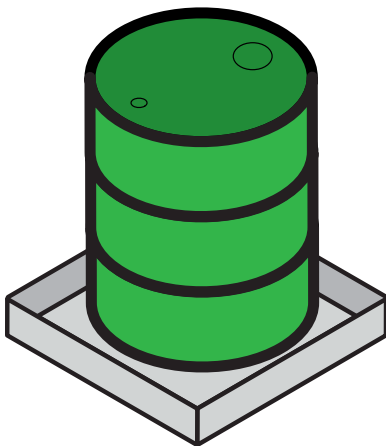
Ensure the container is properly sealed.

3

Transport the waste container directly to the Recycling Center. Do not leave Fort Pickett during transportation.

4

Do NOT mark the accumulation start date or the yellow label. The Recycling Center will do this. Note that Universal Waste will already have the accumulation start date marked.



WASTE TURN-IN PROCEDURES STATEWIDE

Small Quantity Generators (AASF and MTC-Fort Pickett) must turn in hazardous waste to DRMO before the total quantity of Hazardous Waste onsite reaches 13,200 lbs (6000 kg) and within 180 days (270 days if TSDF is >200 miles) of Accumulation Start Date. SQG may not generate more than 2,200 lbs (1,000 kg) in any one month period.

Very Small Quantity Generators (all FMSs and Readiness Centers) may accumulate waste indefinitely but may not generate more than 220 lbs of hazardous waste in any one month period.

For all sites, all Universal Waste must be disposed within one year of the Accumulation Start Date (the date you first put waste in the container).



When waste is ready for turn-in, follow these procedures.

1

Call the Statewide Environmental Compliance Specialist to let them know you have waste ready.

2

The Compliance Specialist will arrange for testing if required and schedule Defense Reutilization and Marketing Office (DRMO) or other contractor for waste pickup. They will also collect the appropriate information from you to complete applicable forms.

3

Be present when DRMO/contractor picks up the waste.

4

If you are satisfied with the manifest provided by DRMO, sign the manifest and retain one copy. Some things you should check on the manifest include:

- Correct Name of waste
- Correct Quantity of waste
- Correct Waste Code (the Compliance Specialist will give you the waste code after sampling is complete)

5

Forward the copy of the manifest to the Environmental Compliance Specialist.

6

The Compliance Specialist will obtain the signed copy of the manifest from the Treatment Storage and Disposal Facility (TSDF). A copy of the signed manifest will be placed on your facility's webpage on the VAFM VKO website.



TURN-IN OF UNUSED MATERIALS

If you have unused materials that are in good condition, they are not considered waste and may be used by another DoD activity or other approved organization. The Defense Reutilization Marketing Office (DRMO) picks up these unused materials along with waste from each generating activity in the state. The procedures are similar as for waste, but additional information is needed to properly identify the material.



When you have unused materials ready for turn-in, follow these procedures.

1

Keep materials in their original container.

2

Complete the Unused Material Turn-in Form, filling in all blanks that you have information for:

- Complete all information in the header.
- Enter the NSN of the material if available.
- Describe the material; for example, "Red Latex Paint."
- Enter the name of the manufacturer.
- Under quantity, write the number of containers/items that applies to the package type in the next column.
- Under Packaging, write the type of packaging the material is in (for example, drum, box, etc.)
- Under Package unit of measure, write the weight or volume of each package (for example, you would write "55 gallons" for a 55 gallon drum).

3

If possible, attach a copy of the SDS and note "yes" on the Unused Material Form. For common materials such as oil, etc., you don't need to do this. For paints and aerosol cans, this is particularly important because different colors contain different chemicals.

4

Follow the procedures for Waste Turn-In for Fort Pickett or Statewide, as applicable.



Aerosol Cans

WITHOUT PESTICIDES

Handling Requirements

If You Have an Approved Can Puncturing Unit:

1. Obtain 30 or 55-gallon closed-head container
2. If not already marked, mark the drum "Aerosol Can Waste"
3. **Attach Hazardous Waste label** shown here, but do NOT fill out, **LQG and SQG must also attach Flammable and Toxic label (i.e., NFPA, DOT)**
4. Close Puncture Unit when not in use
5. Empty, crushed cans may be recycled or discarded.
6. Do NOT puncture cans with incompatible materials, for example corrosive and flammable materials
7. Do NOT remove setscrew in puncture unit
8. Statewide: When container is full, move to your Hazardous Waste Storage Area and mark the accumulation start date on the label.
9. Fort Pickett: When container is full, take to Recycling Center the same day. Do NOT mark the accumulation start date.
10. Do NOT dispose of in dumpster or pour liquid down a drain or into the ground.
11. Change filter as needed. **Filters may be disposed in trash.**



HAZARDOUS WASTE

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:

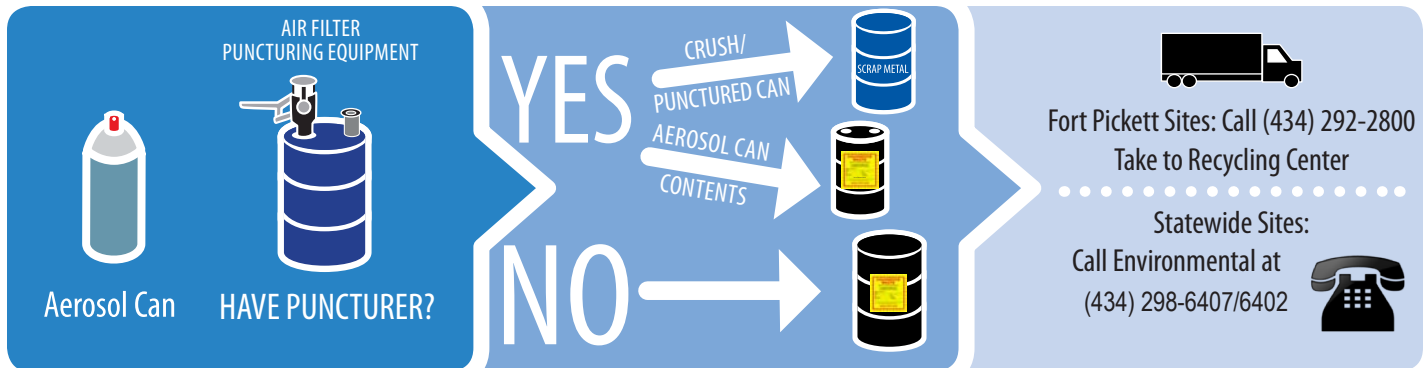
NAME _____ ADDRESS _____ CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ WASTE NO. _____ ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____

HANDLE WITH CARE!

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Aerosol cans that do not contain pesticides may be punctured and drained. The liquid that drains is Hazardous Waste . The punctured, crushed cans and the filters are Recyclable Materials . If you have cans with pesticides, call the Environmental Compliance Specialist.	<p>Closed-head (bunged) UN/NA rated, 30 gallon or smaller metal drum</p>		Aerosol Can Waste

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Antifreeze

STATEWIDE - SPENT ANTIFREEZE THAT IS NOT RECYCLED

Handling Requirements

1. Obtain 55-gal closed-head (bunged) drum
2. If not already marked, mark drum "Used Antifreeze"
3. Keep drum closed
4. Store in approved Satellite Accumulation Area
5. **Attach Hazardous Waste label shown here, but do NOT fill out. LQG and SQG must also attach toxic label (i.e., GHS, DOT)**
6. Leave head space: recommended 4" on 55-gallon drum
7. Do NOT dispose of in dumpster or pour liquid down a drain or onto the ground
8. Call Environmental for sampling prior to each disposal.



HAZARDOUS WASTE

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____

WASTE NO. _____

ACCUMULATION MANIFEST START DATE _____ DOCUMENT NO. _____



D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____

HANDLE WITH CARE!

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (Spent Antifreeze must be sampled prior to each disposal to determine whether it is hazardous or non-hazardous)	 Closed top UN/NA rated, 55-gallon or smaller metal drum		Used Antifreeze

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

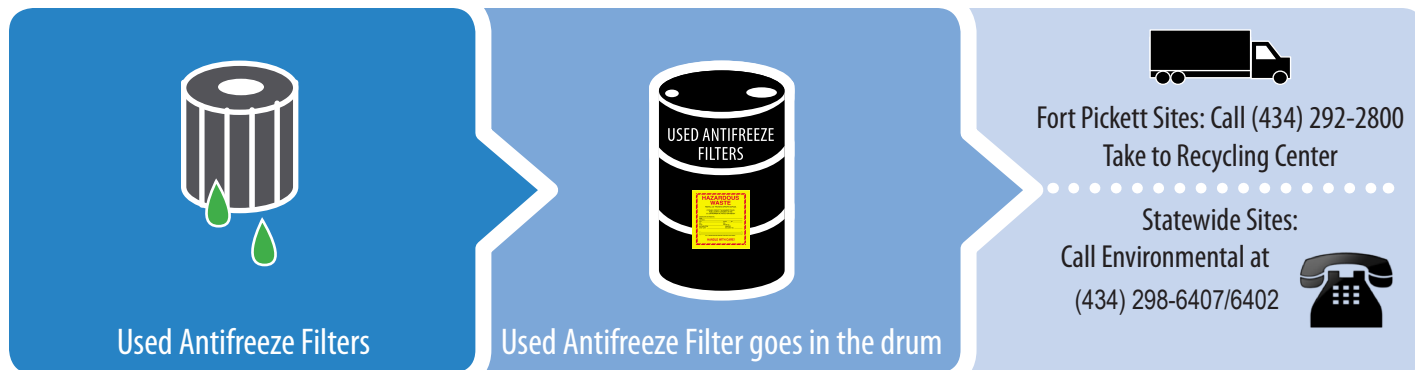
Used Filters - Antifreeze

Handling Requirements


1. Obtain approved open-top container
2. If not already marked, mark drum "Used Antifreeze Filters"
3. Keep drum closed
4. Store in approved Satellite Accumulation Area
5. **Attach Yellow Hazardous label shown here, but do NOT fill out. LQG and SQG must also attach toxic label (i.e., DOT, GHS)**
6. Do NOT dispose of in dumpster
7. Once accumulated, call Environmental for disposal.



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (Spent antifreeze must be sampled prior to disposal, spent filters will be characterized based on antifreeze laboratory results)	 Closed top UN/NA rated, 30-gallon or smaller metal drum		Used Antifreeze Filters

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Lead Solder

CHESTERFIELD AND SANDSTON AASF

Handling Requirements

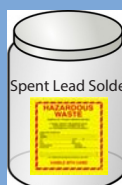
1. Obtain approved open-top metal container
2. If not already marked, mark container "Spent Lead Solder"
3. Keep container closed
4. **Attach Hazardous Waste label shown here, but do NOT fill out. LQG and SQG must also attach toxic label (i.e., GHS, DOT)**
5. When container is full, move to your Hazardous Waste Storage Area and mark the accumulation start date on the label.
6. Do NOT dispose of in dumpster



Handling Process



Lead Solder



Hazardous waste container



Fort Pickett Sites: Call (434) 292-2800
Take to Recycling Center

Statewide Sites:
Call Environmental at
(434) 298-6407/6402



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (AASF manages lead solder as a Hazardous Waste . Fort Pickett manages it as a Recyclable Material .)	 Small metal container with lid		Spent Lead Solder

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Spent Dura Block

Fort Pickett Range Operations

Handling Requirements

1. Once target blocks are determined to be no longer useable, collect and store on wooden pallets.
2. Keep blocks covered and not exposed to rainwater.
3. Call Environmental Office for sampling and disposal.
4. Do NOT dispose of in dumpster

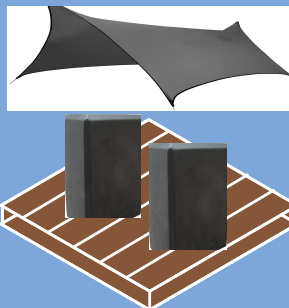


HAZARDOUS WASTE	
FEDERAL LAW PROHIBITS IMPROPER DISPOSAL	
IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY	
GENERATOR INFORMATION:	
NAME _____	STATE _____ ZIP _____
ADDRESS _____	EPA _____
CITY _____	WASTE NO. _____
ID NO. _____	MANIFEST _____
ACCUMULATION _____	DOCUMENT NO. _____
START DATE _____	
D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX	
HANDLE WITH CARE!	

Handling Process



Target Blocks



Store on wood pallets



Call Environmental
at (434)
298-6407/6402

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (Fort Pickett may manage spent target blocks as a Hazardous Waste due to lead contamination)	None. Store on wood pallets under cover.	To Be Determined	To Be Determined

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Parts Washer Fluid

AASF

Handling Requirements

1. Vendor provides drum.
2. Vendor will pick up periodically, label and maintain records of disposal.
3. Do NOT dispose of in dumpster



Handling Process




Used Parts Wash



AASF:
Vendor picks up once per
quarter or as needed

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (Spent Parts Wash is managed as Hazardous Waste at time of disposal by the vendor, not while drum is in use)	 Open top UN/NA rated, 55-gallon or smaller metal drum	N/A	vendor provided label

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Spent Solvent/Paint Mix

FROM PAINT BOOTH

Handling Requirements

1. Obtain approved container.
2. If not already marked, mark drum "Spent Solvent" in large letters.
3. **Attach Yellow Hazardous Waste label shown here, but do NOT fill out**
4. **LQG and SQG must also attach flammable and toxic label (i.e., DOT, NFPA, GHS)**
5. Keep drum closed
6. Leave head space: recommended 4" on 55-gallon drum
7. Fort Pickett: When container is full, take to Recycling Center the same day. Do NOT mark the accumulation start date.

Do NOT dispose of in dumpster or pour liquid down a drain or into the ground.



HAZARDOUS WASTE

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____

HANDLE WITH CARE!

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste	<p>Closed-top UN/NA rated, 55 gallon or smaller metal drum</p>		Spent Solvent

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Unused Solvent

FROM FPTM

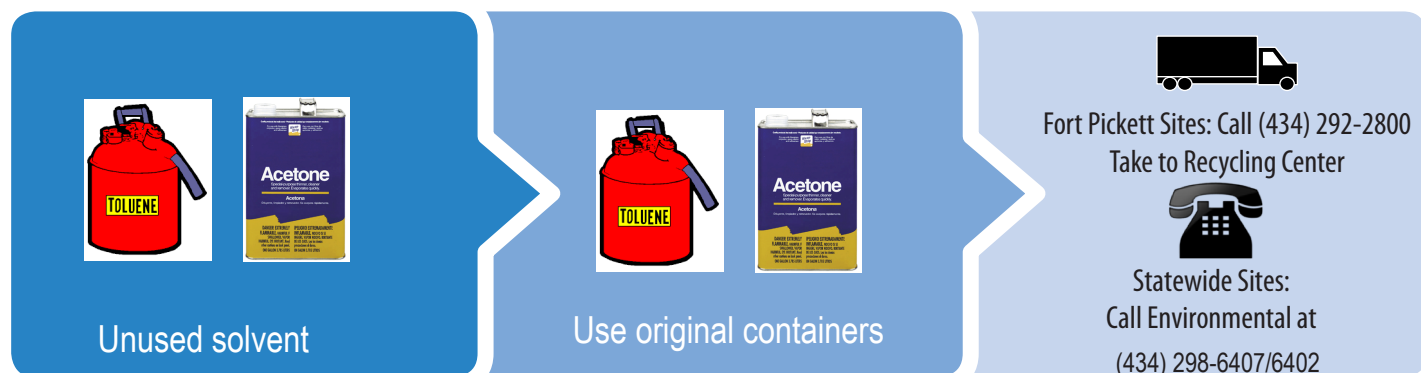
Handling Requirements

1. Transport to Recycling Center in original closed container.
2. Call Environmental Office for proper waste characterization.
3. DO NOT dispose in dumpster or pour liquid down drain or onto the ground.



HAZARDOUS WASTE
FEDERAL LAW PROHIBITS IMPROPER DISPOSAL
IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY
GENERATOR INFORMATION:
NAME _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
EPA ID NO. _____ EPA WASTE NO. _____
ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____
D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____
HANDLE WITH CARE!

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste (once properly characterized by Environmental Office at Recycling Center)	Keep in original containers at FPTM	To Be Determined	Contents (Acetone, Toluene, etc.)

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Blast Media

MATES AUTOMOTIVE SHOP

Handling Requirements

1. Obtain 5-gal plastic bucket or other approved container
2. If not already marked, mark drum "Used Blast Media" in large letters
3. Attach yellow Hazardous Waste label and toxic label (i.e., DOT, GHS) but do NOT fill out
4. Do NOT dispose of in dumpster



HAZARDOUS WASTE

FEDERAL LAW PROHIBITS IMPROPER DISPOSAL

IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EPA ID NO. _____ WASTE NO. _____

ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____

HANDLE WITH CARE!

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Hazardous Waste	 UN/NA rated, plastic/ metal container with lid	 HAZARDOUS WASTE FEDERAL LAW PROHIBITS IMPROPER DISPOSAL IF FOUND, CONTACT THE NEAREST POLICE, PUBLIC SAFETY AUTHORITY OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY GENERATOR INFORMATION: NAME _____ ADDRESS _____ CITY _____ STATE _____ ZIP _____ EPA ID NO. _____ WASTE NO. _____ ACCUMULATION START DATE _____ MANIFEST DOCUMENT NO. _____ D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX _____ HANDLE WITH CARE!	Used Blast Media

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Absorbents

NOT RED RAGS OR WEAPONS CLEANING PATCHES

Handling Requirements

1. Obtain approved container.
2. If not already marked, mark drum "Used Petroleum Absorbents" in large letters
3. Attach Green Non-Hazardous label shown here, but do NOT fill out
4. Keep drum closed
5. Do NOT dispose of in dumpster



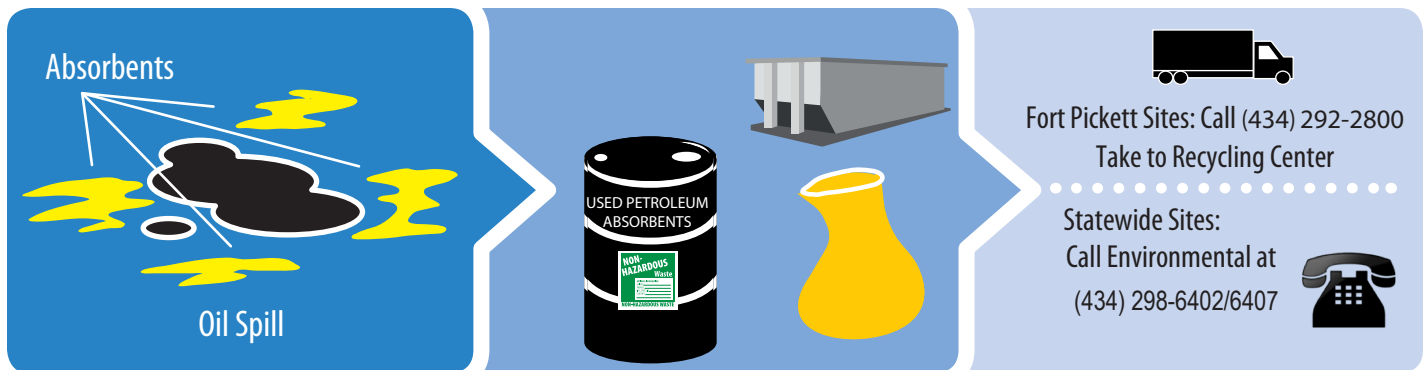
**NON-
HAZARDOUS
Waste**

OPTIONAL INFORMATION



SHIPPER _____
ADDRESS _____
CITY, STATE, ZIP _____
CONTENTS _____

NON-HAZARDOUS WASTE

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Absorbents such as "kitty litter" or absorbent pads and socks used to clean up small petroleum spills are Non-Hazardous Waste .	 Closed top UN/NA rated, 55-gallon or smaller metal drum or plastic bag	 NON-HAZARDOUS WASTE	Used Petroleum Absorbents

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Oily Water

INCLUDES OIL/FUEL MIXED WITH >10% WATER

Handling Requirements

Use this SOP if oil or fuel contains sludge, sludgy debris, or >10% water; otherwise, use the Used Oil SOP



1. Obtain 55-gal closed top (bunged) metal drum
2. If not marked, mark drum "Oily Water" in large letters
3. Attach green label, but do NOT fill out
4. Keep drum closed
5. Leave head space: recommended 4" on 55-gallon drum
6. Do NOT dispose of in dumpster or pour liquid down drain or onto the ground.



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Oil contaminated with too much water or other materials cannot be recycled and is considered a Non-hazardous Waste	 Closed top UN/NA rated, 55-gallon or smaller metal drum	 NON-HAZARDOUS WASTE	Contaminated Oil

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Grey Water In the Field

FORT PICKETT

Handling Requirements

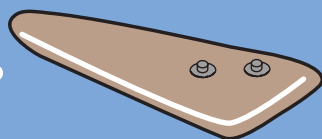
1. Grey water is any water associated with field kitchen, laundry and bath operations
2. Collect dishwater, laundry water and bathwater in inflatable water pod
3. Training units should coordinate with Range Operations to ensure proper disposal by a licensed contractor.
4. Inside the cantonment area use the network sanitary system connect to the waste water treatment plant
5. Do NOT dump any grey water on the ground or near any water body
6. Do NOT dispose of in dumpster or pour liquid down a drain



Handling Process



Grey water from field kitchen

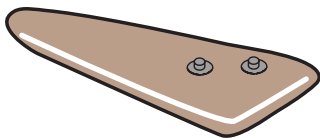


Collect grey water in water pod



Call Fort Pickett Range
Operations at
(434) 292-2144 to arrange for
disposal

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Waste description is Non-hazardous Waste	 Inflatable Water Pod	None	None

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Paint

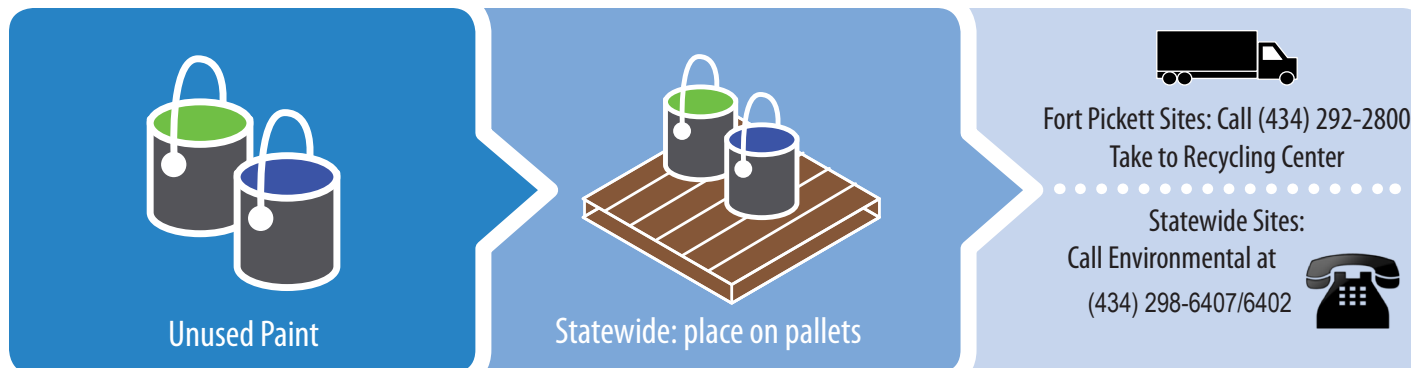
INCLUDES LATEX PAINT AND WATER-BASED CARC

Handling Requirements

1. If water-based paint has dried, dispose of paint can in the dumpster
2. Fort Pickett: Take cans with unused paint to Recycling Center
3. Statewide: Place cans with unused paint on pallets.
4. Do NOT dispose of wet paint in dumpster or pour down a drain or onto the ground



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Unused paint is not yet a waste and may be able to be used. Environmental will arrange for disposal of unused paint that can not be reused.	No additional containers required. Keep paint in original container.	None Required	No name on container

Contact Environmental Office at **(434) 298-6407** (Office)/**(434) 294-0481** (Cell) or **(434) 298-6402** (Office)/**(434) 294-5755** (Cell)

Petroleum Contaminated Soil

Handling Requirements

1. Obtain 55-gal approved metal drum "Petroleum Contaminated Soils"
2. If not already marked, mark the drum "Petroleum Contaminated Soil" in large letters
3. You may use large plastic bags or buckets for soils from field training
4. Attach green label shown here on drum, but do NOT fill out
5. Keep drum/bag closed
6. Do NOT dispose of in dumpster or into the environment.



**NON-
HAZARDOUS
Waste**

OPTIONAL INFORMATION



SHIPPER _____
ADDRESS _____
CITY, STATE, ZIP _____
CONTENTS _____

NON-HAZARDOUS WASTE

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Petroleum Contaminated Soils are a Non-hazardous Waste	 Open top, UN/NA-rated, 55-gallon or smaller metal drum or plastic bag/bucket	 NON-HAZARDOUS WASTE	Petroleum Contaminated Soil

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Blast Media

MATES PAINT BOOTH

Handling Requirements

1. Obtain 5-gal plastic bucket, drum or other approved container.
2. If not already marked, mark drum "Used Blast Media" in large letters
3. Attach green Non-Hazardous Waste label
4. Do NOT dispose of in dumpster



**NON-
HAZARDOUS
Waste**

OPTIONAL INFORMATION


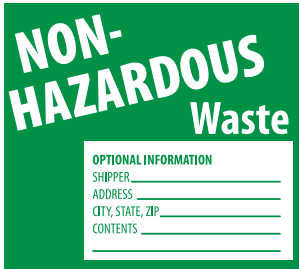
SHIPPER _____
ADDRESS _____
CITY, STATE, ZIP _____
CONTENTS _____

NON-HAZARDOUS WASTE

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Blast Media from MATES Paint Booth is managed as a Non- hazardous Waste	 Open top UN/NA rated, 55-gallon or smaller metal drum	 NON-HAZARDOUS WASTE	Used Blast Media

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Fuel Filters

PAPER FILTERS INCLUDING GASOLINE

Handling Requirements

1. Obtain open top 55-gal drum from Recycling Center marked "Used Fuel Filters"
2. Attach Green Non-Hazardous label shown here, but do NOT fill out
3. Keep drum closed
4. When drum is full, take to Recycling Center
5. Do NOT dispose of in dumpster



**NON-
HAZARDOUS
Waste**

OPTIONAL INFORMATION

SHIPPER _____
ADDRESS _____
CITY, STATE, ZIP _____
CONTENTS _____

NON-HAZARDOUS WASTE

Handling Process



Used Fuel Filters



Used Fuel Filters go in drum




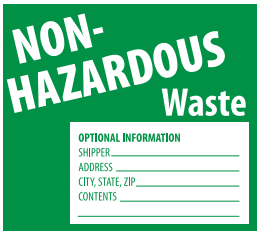
Fort Pickett: Take to
Recycling Center

Statewide Sites:

Call Environmental at
(434) 298-6407/6402



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used paper fuel filters are not taken by recycling contractor and therefore must be segregated from other filters. They are Non-Hazardous Waste .	 Closed top UN/NA rated, 55-gallon or smaller metal drum	 NON-HAZARDOUS WASTE	Used Fuel Filters

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Grease

Handling Requirements



1. Obtain approved container
2. If not already marked, mark drum "Used Grease"
3. Attach Green Non-Hazardous label shown here, but do NOT fill out
4. Keep drum closed
5. Do NOT dispose of in dumpster



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Petroleum-based grease, commonly known as Grease Automotive and Artillery (GAA), is managed as a Non-hazardous Waste	 Open top 55 gallon or small metal or plastic drum	 NON-HAZARDOUS WASTE	Used Grease

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Parts Washer Fluid

INCLUDES PARTS WASHER AND WEAPONS CLEANING FLUID

Handling Requirements

Fort Pickett:

1. When parts washer or weapon cleaning fluid needs to be changed, call the Fort Pickett Environmental Compliance Specialist
2. Do NOT change the fluid yourself

Do NOT dispose of in dumpster or pour liquid down a drain or into the ground.





Statewide:

1. Drain used fluid into approved 55-gal drum
2. If desired, mark drum as "Used Parts Washer Fluid" in large letters
3. Attach Pending Analysis label
4. Keep drum closed
5. Leave head space: recommended 4" on 55-gallon drum
6. When parts washer or weapon cleaning fluid needs to be disposed, call the Statewide Environmental Compliance Specialist

Handling Process

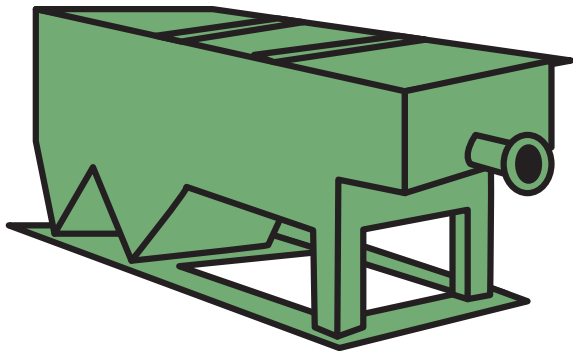


Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Parts Washer Fluid may be Non-hazardous or Hazardous Waste depending upon sampling results	 Closed top UN/NA rated, 55-gallon or smaller metal or plastic drum		Used Parts Washer Fluid

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Washrack/Oil Water Separator Sludge



When the Washrack/Oil Water Separator needs to be cleaned out, based on inspections, call the Environmental Compliance Specialist to arrange for sampling and cleanout.

Washrack/OWS waste may be **Non-Hazardous or Hazardous Waste** depending upon sampling results.



Call Environmental Office
for Information and Sampling

(434) 298-6407(Office)/ **(434) 294-0481**(Cell) or
(434) 298-6402(Office)/ **(434) 294-5755** (Cell)

Unknowns



Call Environmental Office
for Information and Sampling
(434) 298-6407 (Office)/ **(434) 294-0481** (Cell) or
(434) 298-6402 (Office)/ **(434) 294-5755** (Cell)



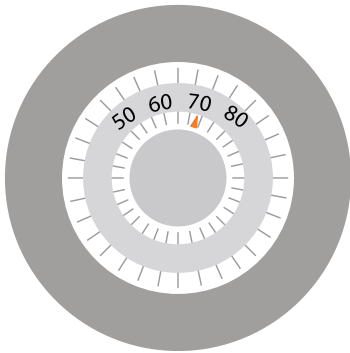
Do **NOT** pour liquid contents down a drain or onto the ground



Do **NOT** place container or contents in the dumpster

Mercury Thermostats

FORT PICKETT



Take to Recycling Center immediately

Call (434) 292-2800

Do NOT store onsite

If thermostat breaks, immediately call Fort Pickett

Environmental Office

(434) 298-6407/6402

Used Batteries

(NICKEL-CADMIUM, LEAD-ACID (non-vehicle), LITHIUM, MAGNESIUM)

Handling Requirements

1. Tape poles to prevent reactions during storage and shipment
2. Keep container specific for ONE kind of battery (lithium, nickel-cadmium, etc.)
3. Tape/cover positive and negative poles of nickel-cadmium batteries prior to storage.
4. Keep container closed
5. Label with Universal Waste label with "Used Batteries" on the contents lines.
6. Accumulation Start Date (ASD) is the date the first battery is put in the container
7. Do NOT dispose of in dumpster
8. Note: Vehicle lead-acid batteries are recycled through a statewide vendor contract.

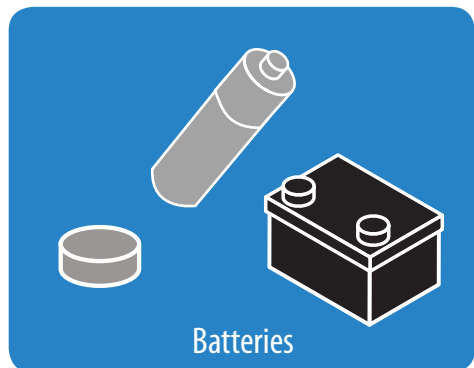


UNIVERSAL WASTE

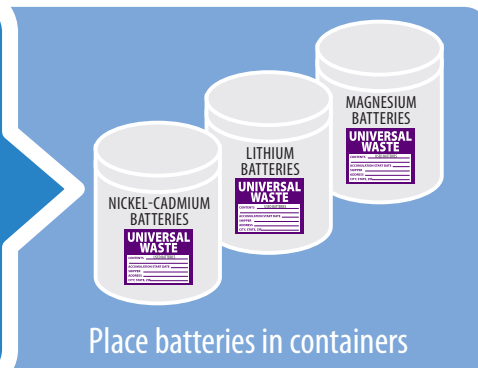
CONTENTS	USED BATTERIES
ACCUMULATION START DATE	
SHIPPER	
ADDRESS	
CITY, STATE, ZIP	

Add this date

Handling Process



Batteries


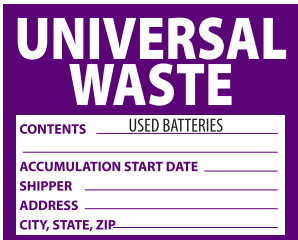


Place batteries in containers



Call
Environmental at:
(434) 298-6407/6402

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used lithium, non-vehicle lead-acid, magnesium, and nickel-cadmium batteries can emit toxic gases and are Universal Waste . Use a different accumulation container for each type of battery. Ni-Cd batteries must have positive/negative poles covered for DRMO to accept.	 plastic container with lid		Used Batteries

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Lamps

MERCURY VAPOR, FLUORESCENT (CFL), METAL HALIDE, HIGH PRESSURE SODIUM

Handling Requirements

1. Obtain container for lamps such as a cardboard fiber drum/box of appropriate size.
2. If not already marked, mark container "Used Lamps"
3. When you place the first lamp in container, add the date to Accumulation Start Date
4. Facilities NOT using pre-paid boxes must also attach Universal Waste Label as shown on the right
5. Do not tape bulbs together
6. **May Only Accumulate for One Year**
7. Do NOT dispose of in dumpster
8. Note: Halogen and incandescent bulbs may be disposed as solid waste.



UNIVERSAL WASTE

CONTENTS _____

ACCUMULATION START DATE _____

SHIPPER _____

ADDRESS _____



CITY, STATE, ZIP _____

Add this date

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Light bulbs and high intensity discharge (HID) lamps may contain mercury and are managed as Universal Waste .	 <p>Cardboard fiber drum/box</p>	 <p>Only required when not using pre-paid, pre-labeled boxes</p>	Used Lamps

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Empty Containers

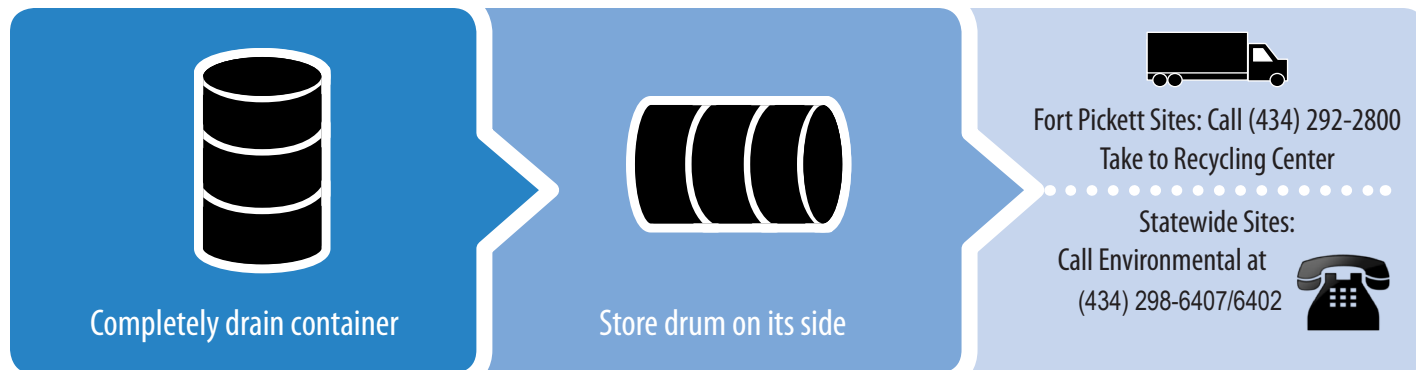
Handling Requirements

Empty containers that previously held Hazardous Materials may be turned in as surplus drums after proper preparation.

1. For drums above 5 gallons, first remove all excess materials from the drum by pouring or pumping. Completely drain all materials by tilting the container on its edge for at least 24 hours to drain material into leak-proof container. No free liquids should remain. For POLs only: after draining, you may rinse out over the wash rack.
2. Remove any labels or marking from the container.
3. Store empty drums on their side with bung caps in place.
4. For containers up to 5-gallons:
First ensure container is completely empty, then dispose of in dumpster.

5. For Fort Pickett sites with containers that stored pesticides, take to building P-303.
6. For metal paint cans:
Must be completely empty and residue dry before throwing in trash, otherwise it is waste or unused material.
7. Turn in to Recycling Center or re-use at the site.

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container	Container Label	Name on Container
Waste description is Recyclable Material	Applies to containers above 5 gallons	None	None

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Metals, Cardboard, Paper, C&D Debris

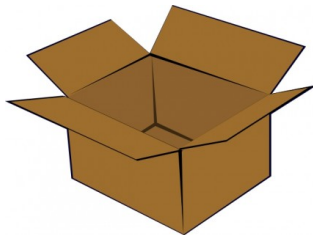
Items Accepted at Fort Pickett Recycling Center:

All Metals, including:

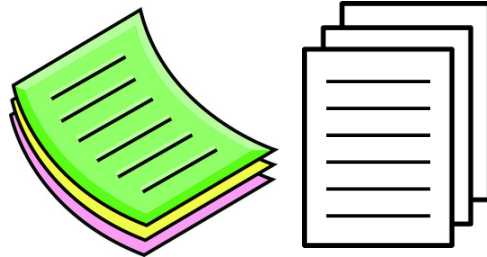
- Brass casings
- Range targeting material
- Ammo canisters



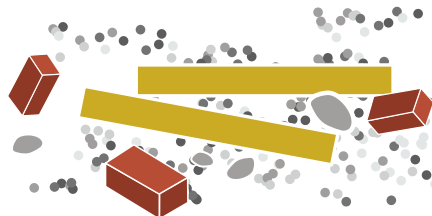
Cardboard



Paper



Construction and
Demolition Debris



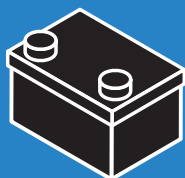
Used Lead-Acid Batteries

Handling Requirements

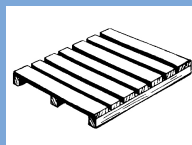
1. If battery is leaking, place in a compatible container (HDPE plastic) with compatible absorbent.
2. Store on wooden pallets and call contractor for pick-up
3. Do NOT dispose of in dumpster
4. Lead-Acid Vehicle Batteries are recycled through a vendor contract.



Handling Process



Vehicle Batteries



Place batteries on pallet,
store inside or under cover



Fort Pickett: Take to Recycling
Statewide: Call Vendor for
Recycling

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Waste description is Recyclable Material Used lead-acid vehicle batteries are recycled through a vendor contract.	Place on wood pallet	None Required	None Required

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Oil

**INCLUDES DIESEL, JP-8 FUEL, TRANSMISSION FLUID,
AND HYDRAULIC FLUID, WHICH CAN BE MIXED IN ONE CONTAINER**

Handling Requirements


1. Obtain 55-gal closed-head (bunged) drum
2. If not marked, mark drum "Used Oil"
3. Keep drum closed
4. You may mix together in one container all used oil, JP-8, diesel, hydraulic fluid, transmission fluid, and other petroleum distillates that are considered On-spec per 40 CFR 279.72
5. If oil is contaminated with sludge, >10% water, etc. See SOP "Contaminated Oil (Oily Water)"
6. Leave head space: recommended 4" on 55-gallon drum
7. Do NOT dispose of in dumpster or pour liquid down a drain or into the ground.



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Oil is managed as a Recyclable Material.	 Closed top UN/NA rated, 55-gallon or smaller metal drum	None Required	Used Oil

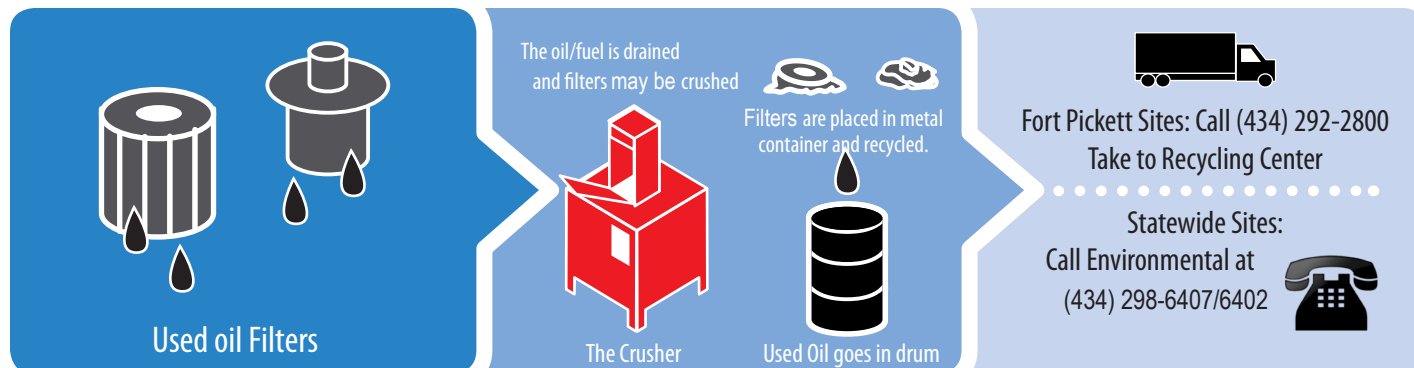
Contact Environmental Office at **(434) 298-6407** (Office)/**(434) 294-0481** (Cell) or **(434) 298-6402** (Office)/**(434) 294-5755** (Cell)

Used Filters - Oil


Handling Requirements

1. Obtain approved container
2. If not already marked, mark drum "Used Oil Filters"
3. Keep drum closed
4. Oil filter's dome is punctured and drained in a warm area and drainage is contained for proper disposal. As a guidance, drain the filter for at least 12 hours and until it no longer drips.
5. You may generate crushed or uncrushed filters for recycling.
6. Do NOT mix with anti-freeze, gasoline, or paper fuel filters

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used oil filters hot-drained and recycled as scrap metal are Recyclable Materials . Drained filters are collected for pickup by contractor for recycling.	 Open top UN/NA rated, 55 gallon or smaller metal drum	None Required	Used Oil Filters

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Waste Tires

Handling Requirements

1. Store tires indoors or under cover to avoid contact with rainwater.
2. Follow procedure for NSN turn-in through DRMO if applicable
3. For tires that are not handled through NSN turn-in, call Environmental Specialist to arrange pickup and proper disposal/recycling.

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Waste Tires are managed as a Recyclable Material .	None Required	None Required	None Required

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Wood Pallets

Handling Requirement

1. Fort Pickett: Wood Pallets should be taken to Recycling Center.
2. Statewide: Place pallets in dumpster or reuse onsite.

Handling Process



Wood Pallets



Fort Pickett Sites: Call (434) 292-2800
Take to Recycling Center

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Wood pallets are managed as a Recyclable Material .	None Required	None Required	None Required

Fire Extinguishers

Handling Requirements

1. Used or out-of-date extinguishers may be stored indoors or outdoors.
2. Extinguishers are picked up by a vendor that refills/recycles extinguishers that are in good condition and properly disposes of ones that can not be refurbished.

Handling Process



Fire Extinguishers



Store indoors or
outdoors



Call Environmental at
(434) 298-6407/6402

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Fire Extinguishers are managed as a Recyclable Material .	None Required	None Required	None Required

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Compressed Gas Cylinders

Handling Requirements

1. Store used compressed gas cylinders indoors or under cover to avoid contact with rainwater.
2. Do NOT throw in dumpster.
3. Most cylinders are picked up by a vendor to be refilled or reused.
4. Proper disposal will be determined by Environmental based on contents and condition of cylinder.



Handling Process



Compressed gas cylinders



Store indoors or outdoors



Fort Pickett Sites: Call (434) 292-2800
Take to Recycling Center



Statewide call Environmental at
(434) 298-6407/6402

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Compressed Gas Cylinders may be managed as a Recyclable Material, Hazardous Waste or Non-Hazardous Waste depending on contents and condition.	To Be Determined	To Be Determined	To Be Determined

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Toner

INCLUDES: Returnable Printer Toner Cartridges

Handling Requirements

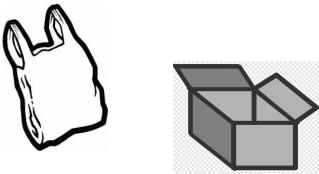
1. Remove waste Toner Cartridge from printer.
2. Insert Toner Cartridge into a plastic bag and seal tightly using tape.
3. If returning to manufacture for recycling search box for instructions for returning. Oftentimes a pre-printed label will be included in the package for return of cartridge.
4. Place tightly wrapped cartridge into the box and adhere shipping label to outside of the box.
5. Seal package with tape.
6. Return to manufacturer via mail or drop off at nearest office supply store.



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Waste Toner is managed as a Recyclable Material .	 Plastic bag and cardboard box	None Required	None Required

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Spent Solvent Wipes

FPTM LAB

Handling Requirements

1. Obtain approved container
2. Mark drum "Excluded Solvent-Contaminated Wipes" and mark start date of accumulation.
3. Keep drum closed.
4. Wipes must contain no free liquids.
5. Wipes may be accumulated for up to 180 days from the start date of accumulation, prior to disposal. Wipes must be disposed at municipal solid waste landfill or hazardous waste landfill.
- 6.
7. Call Environmental Office prior to disposal.

Handling Process



Solvent Wipes

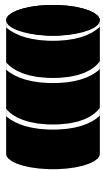


Solvent Wipes go in non-leaking, closed container



Fort Pickett Sites: Call (434) 292-2800
Take to Recycling Center

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Spent solvent wipes are excluded as a hazardous waste if they meet certain conditions per 40 CFR 261.4(b)(18). They may be disposed as solid waste.	 Open top UN/NA rated, 5-gallon or smaller metal drum or plastic bucket	N/A	Excluded Solvent-Contaminated Wipes + Start Accumulation Date

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Ballasts

SPENT FLUORESCENT LIGHT BALLASTS THAT MAY CONTAIN PCBs

Handling Requirements

1. Fluorescent Light Ballasts (FLBs) manufactured before 1979 may contain PCBs.
2. FLBs manufactured between 1979 and 1998 that do NOT contain PCBs must be labeled "No PCBs"
3. FLBs manufactured after 1998 are not required to be labeled.
4. Transport suspected PCB-containing ballasts to Recycling Center immediately.
5. Call Environmental Office for proper waste characterization and they will determine appropriate labeling, storage and disposal requirements.
6. Do NOT dispose of in dumpster



A typical pre-1979 PCB-containing fluorescent light ballast (FLB)



A typical Non-PCB containing fluorescent light ballast. The ballast has a "No PCBs" marking on the top of the ballast and the text "electronic ballast". Only magnetic fluorescent light ballasts contained PCBs.

Handling Process



Used Ballasts

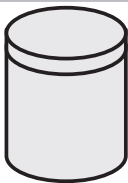


Fort Pickett Sites: Call (434) 292-2800
Take to Recycling Center



Statewide Call
Environmental at:
(434) 298-6407/6402

Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Fluorescent Light Ballasts (FLBs) that contain PCBs and are managed as a special waste under TSCA.	 5-gallon plastic bucket or steel drum with lid (if ballast is leaking)	To Be Determined	To Be Determined

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

Used Filters - Paint Booth

MATES

Handling Requirements

MATES Paint Booth Filters have been sampled and are characterized as unregulated non-hazardous Waste. **They may be discarded as solid waste in a dumpster.**

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Paint Booth filters are Non-Hazardous Waste and may be discarded as solid waste	None Required	None Required	None Required

Used Weapons Cleaning Patches/Rags

Handling Requirements

Used Weapons Cleaning Patches have been sampled and are characterized as unregulated non-hazardous Waste. **They may be discarded as solid waste in a dumpster.**

Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Container Label	Name on Container
Used Weapons Cleaning Patches are Non-Hazardous Waste and may be discarded as solid waste	None Required	None Required	None Required

Used Shop Rags

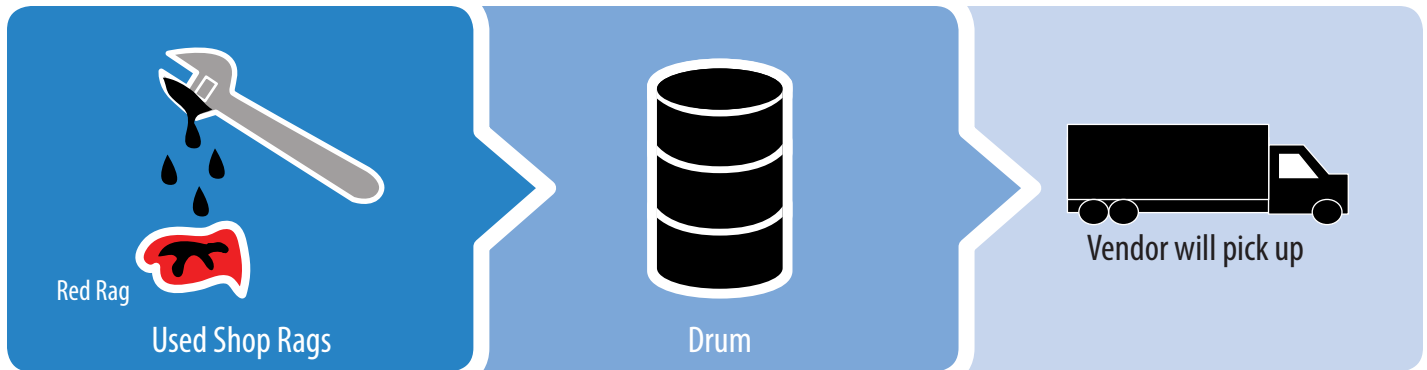
“RED RAGS” USED TO CLEAN UP PETROLEUM, OILS, LUBRICANTS

Handling Requirements


1. Obtain container supplied by vendor.
2. Do NOT mark on the drum
3. Keep drum closed
4. Do NOT purchase or use rags from outside sources
5. Vendor will pick up on a periodic basis, maintain disposal records
6. Do NOT dispose of in dumpster



Handling Process



Handling Details

Waste Description (Hazard Class in Bold)	Type of Container to Use	Name on Container
Red Shop rags with petroleum products are picked up by a vendor and laundered for reuse.	 Drum provided by vendor	Drum will have vendor label

Contact Environmental Office at (434) 298-6407 (Office)/(434) 294-0481 (Cell) or (434) 298-6402 (Office)/(434) 294-5755 (Cell)

INCIDENTAL SPILL RESPONSE PROCEDURE

Material released is routine job exposure and there is no
immediate threat to life, human health or property
(Refer to SDS)

DISCOVER SPILL

EXERCISE PERSONAL SAFETY

SECURE THE AREA

- Restrict access
- Remove ignition sources
- Provide passive ventilation

**NOTIFY SUPERVISOR
AND OTHER AGENCIES AS REQUIRED BELOW**

CONTAIN AND CONTROL THE SPILL

1. **STOP THE SOURCE:** turn off valve, upright overturned containers
2. **PROTECT NEARBY STORM OR FLOOR DRAINS:** cover with protective mats, lay barrier around drain
3. **CONTAIN AND PREVENT OVERLAND FLOW OF MATERIAL:** surround with absorbent material and place absorbent socks/booms downgradient of spill

CLEAN UP SPILLED MATERIAL

- Don personal protective equipment such as gloves or goggles
- Inside: sweep up saturated absorbent and spilled materials
- Outside: excavate visually contaminated soil/gravel
- Place in smallest necessary container

**CONTACT VAFM-E FOR DISPOSAL PROCEDURES,
COMPLETE APPROPRIATE NOTIFICATION FORMS/REPORTS (434) 298-6401**

REQUIRED NOTIFICATIONS

1. Emergency Support

Fire, Medical, Police and Emergency911
Regional Response Team..... Fire Dept will contact
National Poison Control Center.....800-222-1222

2. Facility Contact

Armory, Maintenance Facility Facility Manager
Fort Pickett 434-298-6402 or 6407
Military Installation DPW
State Park Park Ranger
Public Road State Police
Private Land Landowner

Quantity Released

Greater than 5 gallons: Notify Facility Contact and NGVA-FMO-ENV
Greater than 25 gallons or entering water: Facility Contact or NGVA-FMO-ENV will notify DEQ.
Reportable quantity: NGVA-FMO-ENV will immediately notify the NRC. The NRC will notify the US Coast Guard and the USEPA. NGVA-FMO-ENV will contact USEPA Region III only if it is impractical to immediately notify the NRC.

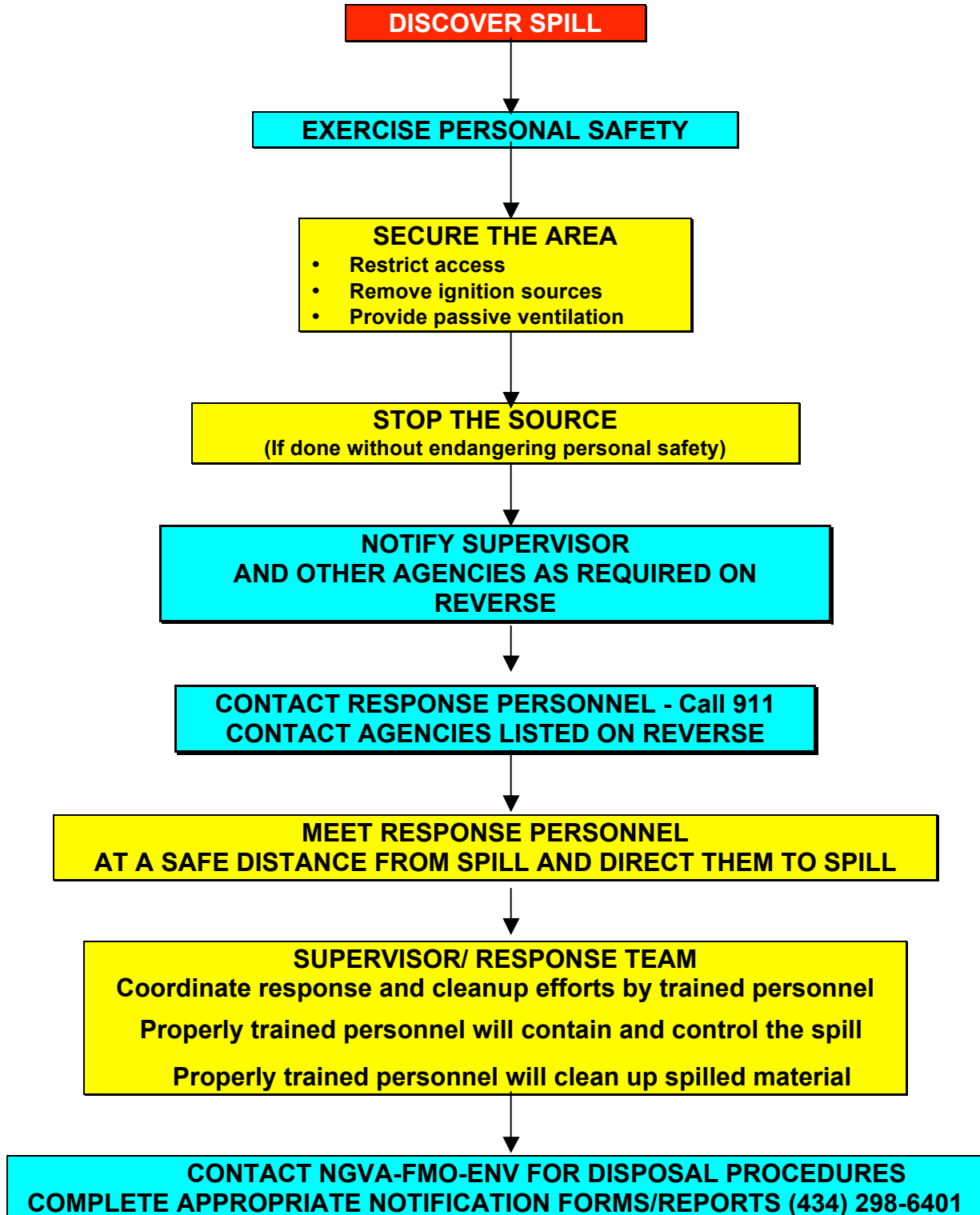
3. Agency Notifications

NGVA-FMO-ENV (Duty Hours) 434-298-6401
VAOT (Emergency, Non-Duty hours. Ask for
VaARNG Duty Officer 804-674-2400
Virginia Emergency Operations Center..... 800-468-8892
Virginia Dept. of Environmental Quality (Central Office) 804-698-4000
National Response Center (NRC) 800-424-8802
US EPA Region III (Main Office) 215-814-5000

REVERSE CARD FOR MAJOR SPILL RESPONSE PROCEDURE

MAJOR SPILL RESPONSE PROCEDURE

Material released is NOT routine job exposure and/ or there IS immediate threat to life, human health or property
(Refer to SDS)



REVERSE CARD FOR INCIDENTAL SPILL RESPONSE PROCEDURES

Hazardous Material Inventory

Activity Name and Compound No. _____ Storage Location _____

Item Name	NSN (FSC)	NSN (NIIN)	Manufacturer	SDS ID	Qty	Container Size	Container Type	HCC

Date _____ Completed by _____

Unused Material Turn-in Form

[illegible]

WASTE CONTAINER AND ACCUMULATION AREA INSPECTION LOG

Inspected by:	Signature of Inspector:				
Hazardous, Regulated and Universal Waste Containers					
Container Condition	Week 1	Week 2	Week 3	Week 4	Week 5
Are spill control procedures readily accessible?					
Are all containers free of severe rust/bulges?					
Are all containers free of leaks?					
Container Markings	Week 1	Week 2	Week 3	Week 4	Week 5
Are the contents marked on all containers?					
Are correct labels on the containers, if required?					
Is the accumulation start date filled out?					
Are all accumulation start dates within desired time limits for your generator status?					
Container Storage Area	Week 1	Week 2	Week 3	Week 4	Week 5
Is the storage area secured?					
Is the storage area in a low traffic area?					
If aisle space is necessary, is it adequate to all movement between drums?					
Emergency Response Equipment					
Telephone	Week 1	Week 2	Week 3	Week 4	Week 5
Is a phone easily accessible in an emergency?					
Is the phone in working condition?					
Is the fire dept number posted by the phone?					
Spill Control	Week 1	Week 2	Week 3	Week 4	Week 5
Are spill control materials nearby?					
Is all personal protective equipment nearby?					
Are spill control procedures readily accessible?					
Fire Protection	Week 1	Week 2	Week 3	Week 4	Week 5
Is a fire readily accessible?					
Is the fire extinguisher fully charged?					
Is the fire extinguisher seal intact?					
Corrective Action Taken? Y/N	Comments on any question marked "No"				

Note: This form is only required for LQG and SQG facilities, this checklist may also be used with Satellite Accumulation Areas, but containers will not have an accumulation start date marked.